

Council Agenda Packet

Tuesday, June 25th, 2024 | 7:00 p.m. | Council Chambers



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Council Meeting

Tuesday, June 25th, 2024

Location: Council Chambers

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: May 23rd, 2024
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Budget Public Hearing | *FY 2024.2025* | *Budget Passage*
 - B. Halsey-Shedd Fire Department | *Chief Travis Hewitt*
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administrator
 - D. Planning
 - E. Library
 - F. Office
 - G. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)
 - ★ Council asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.
- 9) LEGISLATIVE:
 - A. **Resolution 2024.09:** Water Rates Annual Adjustments
 - B. **Resolution 2024.10:** Sewer Rates Annual Adjustments
 - C. **Resolution 2024.11:** Adopting FY 2024-2025 Budget & Making Appropriations



- D. **Resolution 2024.12:** Year End Transfers FY 2023-2024 | *Cemetery Trust*
- E. **Ordinance 805:** Abandoned Vehicles Modification (*Emergency*)

10) ACTION ITEMS:

- A. Approve Delinquent Assessments
- B. Authorize 2024 General Election Advertisements
- C. Approve Canal Company Agreement
- D. League of Oregon Cities Legislative Policy Ballot

11) DISCUSSION ITEMS:

- A. Central Linn School District | *IGA*
- B. North Templeton Street | *Possible Request*
- C. May Financials

12) CITIZEN QUESTIONS & COMMENTS

- ★ Council asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

Please visit www.ci.brownsville.or.us for the meeting agenda, agenda packet and other City information.



Council Minutes

May 23rd, 2024

ROLL CALL: Mayor Craven called the meeting to order at 7:00 p.m. with Council President Chambers, Councilor LaCoste, Councilor Winklepleck, Councilor Humphreys, Councilor Hansen, and Councilor Solberg present. Administrative Assistant Elizabeth Coleman, Administrative Assistant Jannea Deaver, Public Works Superintendent Karl Frink, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

ABSENT: None.

PUBLIC: Tricia Thompson, Barbara Andersen, Dan Murphy, Ryan Vogt & Jaclyn Disney (COG), Steve VanSandt, Kira Hughes, Tia Parrish (*The Times*), Lt. Brian Hardy (*Linn County Sheriff's Office*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: None.

MINUTES: Councilor Solberg made a motion to approve the April 23rd, 2024, meeting minutes as presented. Councilor Winklepleck seconded the motion and the motion passed unanimously.

Councilor Hansen made a motion to approve the April 25th, 2024 Budget Committee minutes as presented. Councilor Chambers seconded the motion and it passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Proposed Use of State Revenue Sharing.** Mayor Craven opened the public hearing, stating that this funding is historically used for maintenance of street lighting. He invited public comments. No members of the public spoke. The hearing was closed.
2. **Budget Public Hearing | FY 2024.2025.** Mayor Craven opened the public hearing and invited public comment. Mr. McDowell stated that the Budget Committee was able to meet just one time, deliberating over two hours, and approving the budget for Council adoption. Key notes include approving the tax rate, bond levy amounts, recommending a 3% cost increase, approve the use of state revenue, and approve all designated line items. No members of the public spoke. The hearing was closed.
3. **Cascade West Council of Governments | Ryan Vogt & Jaclyn Disney.** Vogt introduced the Cascade West Council of Governments new Community & Economic Development Director Jaclyn Disney. Disney shared her experience as an economic development director and her plans for the department. Disney will be focusing on advocacy efforts to increase infrastructure funding for Linn, Benton, Lincoln & Lane counties. Land use, transportation, and grant writing will also be important aspects of her administration. Vogt provided Council with their annual report. Mayor Craven & Councilor Hansen thanked Vogt and Disney for their regional efforts. Hansen shared personal experiences that were positive.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report | Lt. Brian Hardy.** Lt. Hardy reported 10 citations and 128 total complaints, with 201 hours served for the month of April 2024. He complimented Brownsville as the nicest small town in the County. Hardy acknowledged that camping and fun summertime activities will be starting soon, and the LCSO is preparing for that. Mayor Craven thanked him for all the good work they are doing for the City.



2. **Public Works.** Public Works Superintendent Karl Frink reported that the GR12 project will be finishing soon. The contractor finally received the transfer switch which was causing the delay. Plans are to install the transfer switch after Memorial Day. The City had two key components fail at the Wastewater Treatment Plants that have required attention. The restroom in Pioneer Park by the basketball court experienced vandalism. Someone tore out the toilet in the Men's restroom. Frink has made the necessary repairs to the restroom. The Rec Center locks have been installed. Staff continues to work on lighting and flooring issues. Returning Park Caretakers Fred & Terri have started for the season.
3. **Administration.** Administrator Scott McDowell briefly reviewed concerns regarding the software upgrade for the City website. The GR12 project should be wrapping up in a couple of weeks.

McDowell reported that the Rec Center Renovation project still has some issues remaining before the building can be opened to the public. Staff is working to resolve these issues. Woodblock Architecture will be receiving an award for the Rec Center project design. He invited all Councilors to attend the award ceremony, if interested, in Portland, on June 6th, 2024. Mayor Craven and McDowell plan to attend the event.

The library has scheduled maintenance coming up, June 25-29, 2024, and will be closed that week.

Extra portable toilets will be delivered to the park soon for the summer event season.

McDowell reported that weed and nuisance season is quickly approaching. Overall, the City is looking pretty good. The Park has already been mowed 10 times.

McDowell reported that D-Prep is pretty much finished. Key players have moved on, and interest has waned. The remaining group feels that Linn County Emergency Management Team is doing a good job.

McDowell continues to work with the CLRA Board on organizational development pieces.

McDowell stated that the Regional Solutions Team is still looking for folks interested in serving the Committee. The new deadline is June 28th if anyone is interested.

McDowell reported that the Canal Company has reviewed the draft agreement. The agreement will now be sent to the City Attorney and will likely come to Council in June. If the agreement is approved, the next step will be to host town halls to inform the general public.

4. **Planning | Administrative Assistant Elizabeth Coleman.** Coleman reviewed the reason for fence permits highlighting a variety of factors involved in issuing these permits. She shared several existing encroachments of fences and accessory structures that have been placed on City property or on a neighbor's property which were two of the main reasons for Council adopting the fence and accessory structure ordinance modifications in 2014. The City receives many complaints weekly on every imaginable issue. Complaints about fence permits are unwarranted. The City checks fences and accessory structures, so they are not placed on neighboring properties which causes far worse concerns for all involved parties. The City's permit is only \$30. It's so much easier to pull the permit and go through the proper process. The City has forced structures to be moved due to non-compliance.
5. **Library | Librarian Sherri Lemhouse.** Lemhouse reported on statistics and programming at the Library. She said the new e-book system has been very successful due to its popularity. The Library will be hosting the World War II Vanport Community exhibit in association with the Linn County Museum from September 24th through October 12th. World Cultures will be explored with Don Lyon throughout the year, Estate planning, the Summer Reading program, and a guest author



are all part of the exciting opportunities the Library is set to offer this year. Please visit <https://www.brownsvillecommunitylibrary.org/> for more information.

6. **Office | Administrative Assistant Jannea Deaver.** Deaver provided an overview of the City's processes pertaining to the Brownsville Pioneer Cemetery.
7. **Court.** No comments.
8. **Council Comments.** No comments.
9. **Citizen Comments.** No comments.

LEGISLATIVE:

1. **Resolution 2024.08: Election to Receive State Shared Revenues and Services Verification.** Mayor Craven stated that this revenue is historically used for Street Lights. *Councilor Hansen made a motion to approve R 2024.08. Councilor Chambers seconded the motion and it passed unanimously.*
2. **Proclamation: Vietnamese American Military Appreciation.** Mayor Craven read the proclamation into the record.

ACTION ITEMS:

1. **Linn County Museum | Hands on History Request (Annual).** *Councilor Hansen moved to approve Staff to handle event logistics as needed. Councilor LaCoste seconded the motion and it passed unanimously.*
2. **Linn County Museum | Stand By Me Day Request (Annual).** Mr. McDowell stated that the City has received all documentation needed for the event. *Councilor Hansen moved to authorize Staff to handle event logistics as needed. Councilor Solberg seconded the motion and it passed unanimously.*
3. **System Development Charges (SDC) Agreement.** McDowell reported that folks can ask for a 10-year payoff for system development charges. *Councilor Hansen moved to approve the agreement with a 6% interest rate. Councilor Humphreys seconded the motion and it passed unanimously.* Councilor Hansen stated that the City is not loaning money, we are just allowing folks a little bit of time to pay their SDC fees.

DISCUSSION ITEMS:

1. **Central Linn School District | IGA.** McDowell is working with Dr. Pelt on agreement that would formalize the use of youth sports activity on open spaces operated by the Central Linn School District properties with reciprocal uses on City property. The District and the City have partnered for a very long time to support youth sporting activities. The IGA solidifies our long-term relationship and commitment to serving our youth.
2. **Nuisance Abatement Process Modification.** Council continued their discussion from last month's meeting regarding ideas that included considering holding property owners accountable for tenant's actions. McDowell spoke with City Attorney Ross Williamson and included an ordinance from Bend that was mentioned by Councilor Winklepleck and referenced by Williamson. Williamson said that on law enforcement issues, the City could pass an ordinance but would want to check with law enforcement on hours required to properly handle these kinds of issues. No real legal path forward for people burning Staff time. Council weighed the pros and cons of developing an ordinance that would provide protection to neighboring properties when certain nuisance issues



arise. Councilor Winklepleck suggested waiting to hear from Sergeant Frambes. Councilor Humphreys pointed out that the Bend Police Department has 106 officers with six positions unfilled. Adding to their work would cost the City more money as hours would need to increase. McDowell said he thought the City would never use such an ordinance. Councilor Winklepleck reiterated that the Bend ordinance goes too far. He is interested in seeing some kind of notification process for property owners that may result in a fine.

McDowell shared multiple examples of ordinance enforcement concerns that have transpired over the last eighteen years when Council does not philosophically agree with the ordinance. Mayor Craven said that putting more burdens on the property owner is not desirable from his standpoint. State laws already burden property owners. Mayor Craven said he felt that it is a community engagement piece where neighbors could certainly help with videos and addressing issues with local law enforcement or City Staff. The City always wants to be attentive to residents' needs, but the Sheriff's Office is handling this situation. We need to wait and see how this resolves. Craven suggested tabling the issue until July.

McDowell said waiting for Sergeant Frambes is a good idea and suggested that Councilor Winklepleck put something together that better articulates what he would like to see on this issue. McDowell encouraged all Councilors to forward thoughts so he can compile them for the July meeting. Options and challenges to crafting such a policy were discussed. Council tabled the issue for further discussion in July.

3. **CIS Insurance Renewals.** Mr. McDowell reported that annually he and Mr. Frink review the renewals for accuracy. The City does carry additional earthquake and excessive crime policies. They will be double checking the schedules and sending the information to CIS tomorrow.
4. **Policy FYI | Sidewalks, Nuisances & Grievances Review.** McDowell referenced several housekeeping items including mileage reimbursement, mailboxes, email protocol, public meetings law, reporting, agreements, social media, check process, agenda packet information, and how to add an item to the agenda. McDowell stated that he has been putting more information online to cut down on the size of the physical packets.

McDowell has been hearing a lot of sidewalk complaints, culminating over the last 5 weeks. He reminded Council that sidewalks belong to the adjacent property owners, and perhaps the best thing to do is to avoid bad sidewalks.

Nuisance and weed season are upon us, running from June 1st – October 31st, each year. McDowell reported that the last 3 years Staff has been unable to require a second cutting of the weeds due to hot, dry conditions.

McDowell related to Council that Staff always tries to get to "Yes" for folks, but sometimes Staff's duty requires a no answer due to City Brownsville Municipal Code, State, or Federal regulations. It is important for Council to remember this, and attempt to be on the same page with Staff.

5. **April Financials.** No comments.

CITIZEN QUESTIONS & COMMENTS. No comments.

COUNCIL COMMENTS. No comments.

EXECUTIVE SESSION. Council adjourned into executive session at 8:40 p.m. McDowell closed the web site browser, all public members exited the room, with Tia Parrish, *The Times*, remaining.

- Council will be discussing a real property transaction.



- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke Section (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.
- No final decision will be made after this Session.

Council exited Executive Session at 8:59 p.m.

Councilor Hansen moved to authorize Mr. McDowell to move forward with negotiations to explore a real property transaction. Mr. McDowell is authorized to engage an elected official as deemed necessary. Councilor Humphreys seconded the motion and it passed unanimously.

ADJOURNMENT: *Councilor Humphreys moved to adjourn at 9:01 p.m. Councilor Hansen seconded the motion and it passed unanimously.*

City Administrator S. Scott McDowell

Mayor Adam Craven



June 25th, 2024

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

Note: The first section of this report follows the Council meeting agenda and provides an overview of topics to be discussed the night of Council. If an item title is highlighted in green, that means the item is part of Council Goals. When you see this symbol, [square with X], it means more information will be provided at the meeting.

I know who I am, where I am, where I'm going and how to get there.
~ Deion Sanders, Football Coach
This is our century, dear reader, yours, and mine. Let us encourage one another with visions of a shared future.
~ Norman Lear, Screenwriter & Producer
Instinct is a marvelous thing. It can neither be explained or ignored.
~ Agatha Christie, Writer



AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

6) PUBLIC HEARINGS OR PRESENTATIONS:

A. Budget Public Hearing | FY 2024.2025 | Budget Passage - Mayor Craven will leave the floor open for anyone from the public wishing to speak about the budget as proposed by the Budget Committee. Tonight, Council will officially adopt the budget.

Items included by the Budget Committee in this FY 2024.2025 budget are below:

- ★ Approve the Full Permanent Tax Rate - \$6.9597 per \$1,000.
★ Approve the levy amount needed for the Wastewater Bond Debt - \$183,225.
★ Approve the levy amount needed for the Water Bond Debt - \$36,645.
★ Recommend a 3% Utility Rate Increase for the upcoming fiscal year.
★ Approve Historic Use of State Revenue Sharing (Street Lights).
★ Approve and recommend the continued use of all designated funds and line items contained in this FY 2024.2025 budget document.



Budget Amended: Staff was forced to modify the final budget numbers due to delays encountered on the GR12 project and issues currently being addressed with the Rec Center



Renovation project. Both projects will have expenditures in FY 2024.2025. The modifications are described below:

- ▶ The amount of \$200,000 was moved from General Fund, Unappropriated, to 100.020.810 to cover any necessary expenditures for the Rec Center Renovation project.
- ▶ Carry over in the amount of \$175,000 was inserted into the Water Operations account, 200.060.805, to cover part of the remaining costs associated with the completion of the GR12 project. The GR12 project was scheduled to be completed within FY 2023.2024, but delays caused the contract to be extended into FY 2024.2025.
- ▶ Carry over in the amount of \$150,000 was inserted into the Water System Reserve Fund as beginning cash balance and account, 550.000.805, shows a total amount of \$204,000 included the money moved from this fiscal year to next fiscal year to cover the remaining costs associated with the completion of the GR12 project.
- ▶ The amount of \$2,750 was added to the beginning cash balance of the Cemetery Trust Fund to account for lot sales that occurred in FY 2023.2024.

What is Council being asked to do?

Take public comment, if any. Adopt the budget.

- B. Halsey-Shedd Fire Department | Chief Travis Hewitt** | Chief Hewitt will discuss *Community Wildfire Protection Program (CWPP)*. The State of Oregon’s Legislative Assembly backed in part by the Federal Emergency Management Agency (FEMA) have developed two programs that require communities to engage in creating programmatic efforts regarding mitigation efforts for communities prone to natural disasters, Natural Hazards Mitigation Plan (NHMP), and creating defensible space and fire prevention measures known as the CWPP. Chief Hewitt applied for grant funds and will discuss his plans for those funds.



9) LEGISLATIVE:

- A. Resolution 2024.09: Water Rates Annual Adjustments** – Each year Council passes a utility rates resolution. The Budget Committee is recommending a 3% increase for the water and sewer utilities. Below are the current rates and proposed increases for your review:

Water Rates		Out-of-City	3%
<u>In-City</u>	3%		
\$31.51	\$32.45	\$47.26	\$48.68
\$2.04	\$2.10	\$2.64	\$2.72
\$2.27	\$2.34	\$2.96	\$3.05
\$2.34	\$2.41	\$3.23	\$3.33
\$2.54	\$2.62	\$3.32	\$3.42

What is Council being asked to do?

Pass this resolution to officially adopt new water rates for the upcoming fiscal year.

- B. Resolution 2024.10: Sewer Rates Annual Adjustments** – Each year Council passes a utility rates resolution. The Budget Committee is recommending a 3% increase for the water and sewer utilities. Below are the current rates and proposed increases for your review:



Sewer Rates

<u>In-City</u>	3%	<u>Out-of-City</u>	3%
\$42.96	\$44.25	\$65.24	\$67.20
\$50.53	\$52.04		
\$54.59	\$56.23		
\$60.29	\$62.10		
\$54.59	\$56.23	[Sewer Only]	

What is Council being asked to do?

Pass this resolution to officially adopt new sewer rates for the upcoming fiscal year.

- C. Resolution 2024.11: Adopting FY 2024-2025 Budget & Making Appropriations** – Each year Council must pass three resolutions to certify the passage of the annual budget. The City has historically accomplished this by adopting one resolution in accordance with State Law. The resolution adopts the upcoming fiscal year's budget, makes appropriations, and imposes & categorizes taxes. Any changes to the budget at this point would require a special meeting of Council. The FY 2024.2025 Budget can be found on the City website at <https://www.ci.brownsville.or.us/bc-budget>. (Also related is the delinquent assessments information that will be passed under Action Items.)

What is Council being asked to do?

Pass this resolution to officially adopt the budget appropriations and impose taxes.

- D. Resolution 2024.12: Year End Transfers FY 2023-2024 | Cemetery Trust** – Council passes a fiscal year end transfer resolution to properly account for transactions that happened during the fiscal year that may have exceeded line-item spending limits and show other relevant accounting items. This year, Council is acknowledging an adjusting journal entry (AJE) for the Cemetery Trust Fund as previously reported to Council and the Budget Committee.



What is Council being asked to do?

Pass this resolution to approve these year-end transfers and other transactions, as noted, including the Cemetery Trust Fund for accounting purposes.

- E. Ordinance 805: Abandoned Vehicles Modification (Emergency)** – Lieutenant Brian Hardy and I have reviewed concerns the LCSO had regarding the City's towing policy that Council adopted earlier this year at the request of Sheriff Duncan. Please see Ordinance 805 that addresses the issue requested. Basically, all that was done was to bolster the hearings officer requirement for posterity. I am requesting emergency passage of this ordinance because Staff is in the process of abating a few properties where this issue could become relevant. Hardy indicated that the Sheriff's Office is still making efforts to streamline this process so all communities have a similar process in accordance with State Law and so the Sheriff's Office can effectively manage their piece of this process while clearly defining the City's responsibilities.

What is Council being asked to do?

Adopt this ordinance as an emergency so the necessary modifications can be made to the City's processes.





10) ACTION ITEMS:

- A. **Approve Delinquent Assessments** – Annually, Council includes delinquent assessments to cover utility accounts over a certain amount. These assessments are then filed with the Linn County Assessor’s Office so the City can recuperate utility costs.
- B. **Advertise the November 5th, 2024 General Election** – The City Charter requires Council to notify the public of a general election by publishing an advertisement. Councilor Chambers, Councilor Winklepleck, and Councilor Humphreys are up for election in November. Please see the advertisement in the agenda packet for more information.



What is Council being asked to do?

Authorize the advertisement for the November 2024 General Election.

- C. **League of Oregon Cities Legislative Policy Ballot** – *(NOTE: This information was not available at the time of printing the agenda packet. May be removed from the agenda the night of the meeting if the City does not receive the information from the League.)* The League of Oregon Cities publishes a legislative policy ballot every two years. They are preparing for the upcoming legislative session and are once again asking cities to vote for five (5) of the priorities listed in the report found in the agenda packet. The League compiles the votes and prepares their platform for the upcoming legislative session.

What is Council being asked to do?

Please review the priorities and be ready to discuss choices.

11) DISCUSSION ITEMS:

- A. **Central Linn School District IGA** – Dr. Candace Pelt plans to finalize the agreement at the August School Board meeting. The City initiated this conversation in hopes to include an agreement between the School District, the City and the Central Linn Recreation Association for use of public green spaces for youth sports programs.

From 05.23.2024: Staff is currently working with Dr. Candace Pelt to craft an agreement that includes the Central Linn Recreation Association in using District owned property for youth sports & programming. For many years, the District and the City have allowed use of public space for a variety of purposes. The time has come to memorialize this in agreement form to ensure that everyone knows what to expect and to ensure cooperation regarding the use of public facilities.



- B. **North Templeton Street | Possible Request** – Council may receive a request concerning a local improvement assessment as found in Brownsville Municipal Code, Chapter 3.15.
- C. **May Financials**

UPDATES, INFORMATION & HAPPENINGS



CIS Annual Renewals – Administrative Assistant Jannea Deaver and I attended the annual insurance updates meeting in Florence last week. No major changes in the insurance coverages offered to the City employees this year. The City offers health, dental, vision, and life insurance. Employees have optional choices they can add at their expense including long-term disability, additional life insurance, and flexible spending accounts to name a few.

Property Insurance Update – City Agent Darrin Godfrey reported that premiums are up 11% over last year due to the increases in the CIS Appraisal Report that was recently released. Godfrey shared that many structures over client portfolios are not keeping up with replacement costs for these assets. He expects premiums will continue to increase to cover future potential losses. Godfrey explained that structures are being covered around 50 to 65 percent of the actual replacement cost. Insurance companies are paying double and, in some cases, triple to replace destroyed structures.

Seasonal Part-time Worker – The City placed an advertisement for a seasonal worker. Unforseeable circumstances forced Staff to fill a gap to cover Pioneer Park. The City did not have any applicants for the position. The City is in the process of making other arrangements.

Daily Journal of Commerce Award ☑ – The City won a prestigious DJC Top Projects award for 2024. Mayor Craven and I attended the event held in Portland at the Oregon Convention Center. Woodblock Architecture were gracious hosts at the awards and afterwards. The City will receive a replica of the award soon.

Weeds & Nuisances Update ☑ – Administrative Assistant Tammi Morrow and I reviewed all outstanding mowing and have addressed all concerns for Phase I of the City’s weed abatement program. There are a few nuisance spots that are being worked on and Staff will do weekly inspections and address issues as they arise. One situation Staff would like to address is the Williams residence that burned down last year. Staff is also working on several nuisance and abandoned vehicle situations around town. Staff would like to thank all residents for doing their part to keep Brownsville safe from fire hazard and to make the town look nice.

Bond Payments ☑ – Gap financing for the Rec Center Renovation was due June 7th, 2024. Staff made arrangements to satisfy this annual obligation. The term was for fifteen (15) years. Staff will review the City’s annual bond payment schedule.

Cascade West Council of Governments – Susan Patterson and Jaclyn Disney visited with Staff about COG’s future plans and to learn more about City projects, plans and current status. Topics included capital infrastructure, ~~Jaclyn Disney~~ VS, REAL, and SMAC. McDowell shared many ways in which the COG could assist cities in the region through advocacy and third-party contracting for services such as planning, code enforcement, accounting, auditing, engineering, and other city related tasks and activities.



Linn County 9-1-1 Service Provider Committee – The budget made it out of the final Committee meeting on June 12th, 2024, receiving final approval. I volunteered to serve on a grant committee for the administration of a new program that will help Linn County entities replace aged radio equipment. The program has \$150,000 set aside for award in this FY 2024.2025 budget.



From 05.23.2024: The Committee reviews the Emergency Telephone Agency (ETA) 9-1-1 budget annually for recommendation to the Linn County Budget Committee. The County presented a \$3,439,657 total budget for the upcoming fiscal year. The budget includes much needed capital improvements throughout the County and provides funding to cover six County dispatchers. I have been a part of this Committee for many years.

Chamber Events – President Jenna Stutsman agreed to participate in the annual portable units agreement due primarily to Chamber events. Chamber’s payment has been made.

From 05.23.2024: The City-wide Garage Sale will return this year to Kirk’s Ferry park. Ms. Harrison is managing the event for the Chamber of Commerce; this popular event is scheduled for the third Saturday in July, July 20th.

Events Portable Toilets – *From 05.23.2024:* The City shares the cost of placing additional portable toilets in Pioneer Park with the Chamber of Commerce for the Antique Fair, the Fourth of July, and Rally on the River. Usually the units are added at the very end of June.

June’s Library Maintenance Hours – Reminder. Annually, the Library closes for a week. This year the closure is scheduled for June 25th through June 29th. Reported at the May Council meeting.

Park Caretakers Update – Extenuating circumstances have left Mr. Shepherd unable to perform the contracted duties for this year. Mrs. Shepherd will continue collecting camping fees, cleaning restrooms, and cleaning the pavilion. Staff is making arrangements to cover the other portions of the seasonal work including, mowing, major trash collection, light maintenance work and painting.

From 05.23.2024: Caretakers made it to Brownsville on May 14th. They reported to work on May 20th. Public Works Superintendent Frink along with Staff reviewed procedures, the known schedule to date, and the foreseeable challenges to operations for the season. The Shepherd’s are returning from last year.

Canal Company Agreement Update – The agreement may not be in it’s absolute final form, however, most of the major tenets have been addressed. Council is being asked to review the agreement and consider moving forward with the next steps of the plan as previously presented to Council.

From 05.23.2024: Councilor Chambers and I met with the Canal Company Board on May 16th. The general agreement has been reviewed, and terms have been agreed upon. I have sent the agreement to City Attorney Ross Williamson for review. The tentative plan is for Council to review the agreement as early as the June meeting.

From 05.23.2024: The City verified through HUB International that coverage is in place for the Mill Race. Public Works Superintendent Karl Frink has started operations.

From 04.23.2024: Councilor Chambers and I met with the newly elected Canal Company Board on Monday, April 8th, 2024, here at City Hall to review and discuss the proposed agreement, possible timelines and options should the agreement move forward. Overall, it was a very positive, productive meeting.





League of Oregon Cities Region IV Meeting – *From 05.23.2024:* Brownsville co-hosted the most recent edition of the quarterly League meeting held in Scio. Jim McCauley, Legislative Director, gave a brief rundown on the legislative “wins” the League achieved last short-session. The five issues the League counts among wins included, 1) Measure 110 fixes; includes working with county sheriff’s offices to set up treatment programming, 2) Recreational Immunity temporary fix, 3) Housing Infrastructure; provided \$65 M to 34 communities for shovel ready projects that will spur housing development, 4) Urban Growth Boundaries; denies appeals from the public, and 5) Photo Radar; allows cities to employ technology to issue speeding violations.

McCauley indicated that there was more bi-partisan support on many issues this session. He also stated that there were no walkouts which made the session run as smooth as possible. Advocacy never stops. The League is preparing for the long-session and is busy monitoring dozens of work group committees who are drafting and considering future legislation. It truly is a year round endeavor. McCauley could not stress the importance for local elected officials to be involved. It truly is the magic bullet in getting things done in favor of cities. State legislators largely do not know how these legislative issues impact cities without us telling and showing them.



REAL Meeting – I plan to have an oral update for Council.

From 04.23.2024: On April 10th REAL members met to discuss general business. Time was spent clarifying the survey associated with the Strategic Plan with JayRay who has been hired as part of the new ROI grant. The next meeting is scheduled for May 23rd, 2024 to complete the survey as work continues on executing the strategic goals of the group. REAL is continuing their partnership with RAIN. Contracts are being completed. RAIN has received more State funding for entrepreneurship.

Emergency Preparedness Committee (EPC) Quarterly Meeting – *From 05.23.2024:* President Norman Simms led a fully attended meeting on May 9th at the American Legion. The group discussed preparations for this year’s events and made plans for the semi-annual newsletter. Halsey Fire Chief Travis Hewitt reported they had received money from the State for Community Wildfire Protection Plan (CWPP) and is devising ways to use the money by the end of this fiscal year. Hewitt plans on attending the June Council meeting.

Budget Meeting ☒ – Staff has had to make some adjustments from the original budget recommended by the Budget Committee. Complications to the GR12 project and the Rec Center Renovation project have required additional funds to be available for next fiscal year. See notes above.

From 05.23.2024: Everything has been posted to the Budget webpage.

From 04.23.2024: The Budget Committee will meet this Thursday, April 25th, 2024 in the Community Room. This year the Committee will attempt to complete the entire task in one meeting instead of two meetings. Typically, the second meeting was held to follow-up questions, to hold a public comment portion for the possible uses of State Revenue Sharing, and to pass the required motions to recommend the budget to Council; this meeting generally lasted only fifteen minutes. Last year members urged Staff to consider doing it all in one meeting. Council approved trying the one meeting model earlier this year.

Several new items are for review this year. In 2019, the City Auditor required the City to transfer money from the Cemetery Trust Fund to the General Fund. After discussing the transfer at length



with the Auditor and consulting the Brownsville Municipal Code, Staff will move the money back into the Cemetery Trust Fund with the support and understanding of the City Auditor in the adjusted amount of \$85,322. The City will also be activating the Debt Service Fund to accommodate the loan received for the Rec Center Renovation project.

GR12 Waterline ☒ – The electrical subcontractor has encountered several concerns including equipment delays and additional needs. City Engineer Ryan Quigley identified a major upgrade needed to the Water Treatment Plant’s (WTP) PLC, Programmable Logic Controller, so the GR12 Well site and the WTP can properly communicate.

From 05.23.2024: The contractor continues work.

From 04.23.2024: The waterline is still tracking along the same schedule as last month.

From 02.27.2024: Jesse Rodriguez LLC has made considerable progress installing the new raw water line to the Water Treatment Plant. The contractor is waiting on the availability of an important subcontractor that will assist with boring the line through Kirk’s Ferry Park, underneath Main Street, and connecting the bored water line to the traditional water line in between the Moyer House and the Fire Station. Staff is working with Linn County to ensure that two important dates for the Moyer House including a tree dedication in late April and *Carriage Me Back* the first weekend in May are uninterrupted.

Woodblock Architecture | Rec Center Renovation Project ☒ – Arnie from Brandsen Flooring visited with Staff on Thursday, June 13th, 2024 to review a concern with the new floor. Staff is awaiting next steps from J.E. John along with other items.

From 05.23.2024: Ken Shields, J.E. John, personally came down from Vancouver to finish a few of the punch list items over the last two weeks. The City is still awaiting information from the flooring manufacturer.

From 04.23.2024: Woodblock is up for an architectural renovation award for their work on the Rec Center Renovation Project. The City has been invited to be apart of the award ceremony in Portland on June 6th, 2024. Staff has been continuously working on punch list items to finish up the Rec Center and open the facility to the public. We have experienced a few on-going setbacks we are desperately trying to remedy. The damaged scoreboard has been replaced with a new one, one window has been replaced, and Public Works continues to install needed items. Lights in the Women’s Restroom and Janitorial Closet have been fixed while others have been incorrectly adjusted. The fire suppression system has been causing trouble with unnecessary alarms and we are working on an issue with the gym floor. I will provide more information Tuesday evening.

Linn County Sheriff’s Office Monthly Report | [G1] – The City is under contract for 200 hours per month. The eighteen-month average looks like this:

LCSO Month-to-Month Comparison (18 months)

<i>Year</i>	<i>Month</i>	<i>Citations</i>	<i>Warnings</i>	<i>Hours</i>
2024	May	36	32	200
2024	April	10	22	201.25
2024	March	17	28	209.25
2024	February	19	66	212.75
2024	January	13	34	204



2023	December	11	20	218.25
2023	November	11	25	221
2023	October	26	33	210
2023	September	15	19	203
2023	August	17	12	210.5
2023	July	10	20	208.25
2023	June	7	11	202
2023	May	6	12	224.5
2023	April	6	19	200
2023	March	7	15	208.65
2023	February	13	16	204.25
2023	January	13	34	202
2022	December	12	18	209
	<i>Subtotal</i>	249	436	3748.7
	Total Average	13.83	24.22	208.26

LCSO Quarterly Meeting – Personnel continues to be a constant challenge. Currently, there are six openings and with vacations and leaves, the Sheriff is busy paying a lot of overtime hours to ensure that the contract cities are receiving the required service. Duncan thanked the cities for being flexible over the summer, and the language change last year that will provide some much needed relief this year. There have been two separate officer involved shootings that the Office is working through. Labor talks will begin early in 2025. The percentage for wages will definitely go up due to inflation and other economic factors. The contract cities are in the final year of a three-year agreement. The cities gave a rundown of summer events and safety issues. Several cities have experienced vandalism involving restrooms. Sheriff Duncan and McDowell also discussed the possible implications of the Grants Pass case that is being reviewed by the United States Supreme Court. The Court is due to issue a final opinion at the end of June. The group voted to invite Linn County District Attorney Doug Marteny to the September meeting to discuss Measure 110, deflection, and to take a look at the crime statistics and major law enforcement trends in Linn County and the State of Oregon.



From 05.23.2024: The next quarterly meeting is scheduled for June 6th, 2024 in Millersburg.

From 04.23.2024: LCSO’s Brian Hardy has reached out with some information about nuisances and towing. I will be following up with the SO on this matter.

Officials Handbook Update – *From 04.23.2024:* Staff will soon send out the handbook and acknowledgement forms now that SEI filing is completed.

From 12.19.2023: Staff will send out the Officials Handbook after the first of the year to elected & appointed officials who can review the document and acknowledge receipt.



From 11.28.2023: Council authorized the addition of a social media policy and modifications to the Council agenda process at the last meeting at the recommendations of the Legislative Advocacy & Policy Committee (LAPC). The two policies have been added to the Officials Handbook under Section VI. Agenda, and Section XVI. Social Media. I have placed the Handbook on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents for your review.

Small Municipalities Advocacy Coalition (SMAC)

Small Municipalities Advocacy Coalition (SMAC) ☒ – The City recently extended the agreement with Tate Public Affairs. Planning meetings will be happening over the summer months in preparation for the long-session of the State Assembly.

From 03.26.2024: Soon the group will debrief from the short-session and begin planning for the upcoming long-session of the State Legislative Assembly.

ACTIVE, PENDING, STALLED & COMPLETED

Pending: TMDL Report – *From 04.23.2024:* The City received approval for the required DMA Plan just before last Council meeting. Karl Frink and I will give an overview Tuesday evening. The email notification is in the agenda packet for your review.

From 12.19.2023: The Department of Environmental Quality's (DEQ) Priscilla Woolverton has contacted the City about the most recent edition of the TMDL. We are awaiting further information.

From 11.28.2023: Twice a year the City is required to report on TMDL. The requirements stem from the Clean Water Act passed by the United States Congress. In Oregon, the Department of Environmental Quality (DEQ) administers the program. The basic premise of TMDL contends that stormwater runoff is negatively impacting fish habitat and making fish unsafe to eat in copious quantities by humans. In March of 2021, the City was deemed a Designated Management Agency (DMA) by the DEQ which required the City to complete a new, more rigorous TMDL plan. DEQ approved the City's plan earlier this year.

TMDL Five-Year Review: The City is required to file a five-year report to the Department of Environmental Quality (DEQ) on the TMDL plan. I have placed the questionnaire on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents. [...]

Pending: Central Linn Recreation Center Meeting ☒ – *From 04.23.2024:* President Kallai and I talked briefly prior to their meeting last Wednesday.

From 02.27.2024: I will provide an oral report.

From 01.23.2024: Councilor Humphreys and I attended the January meeting to review building use, new rules, punchlist items, planning to move back into the Rec Center, and to provide a quick tour.

Active: Water Management Conservation Plan – *From 05.23.2024:* Money has been budgeted for the upcoming fiscal year to begin to address the requirements of this plan.

From 04.23.2024: Public Works Superintendent Karl Frink and I have budgeted funds for the implementation of this plan. The City has a required timeline for implementation.



From 01.23.2024: Public Works Superintendent Karl Frink is working on valve replacements and meter replacements at key points before doing system-wide leak detection project.

From 10.24.2023: Staff will begin implementing items as identified by Staff and approved by Council. Items include the adoption of a water conservation ordinance, auditing the water distribution system, and the creation of water filling station.

From 09.26.2023: The City finally received the final requirements from the Oregon Water Resources Department for the City's newly adopted Water Management & Conservation Plan (WMCP). Public Works Superintendent Karl Frink and I have reviewed the document and developed an implementation plan for Council's consideration as promised at the July Council meeting. The plan can be found in its entirety on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents.

This is an unfunded mandate. [...]

Active: Linn County Housing Rehabilitation Program (LCHRP) – *From 10.24.2023:* The City collaborates with the communities in Linn County to help low-income homeowners to make improvements to their houses using Federal money (HUD). The City has been a member of this organization for over forty years. Cities take turns being the lead recipient and DevNW manages the funds received. Brownsville had its turn a few years ago. Currently, the City of Lebanon is taking the lead on the current funding request.

Active: Climate Change Initiatives & IGA | Department of Land Conservation & Development (DLCD) – Every week there is something happening at various State agencies on this topic.

From 12.19.2023: The planning for the Natural Hazards Mitigation Plan continues with the DLCD. Meetings will begin in early 2024.

-
- ★ Finalized and recorded SDC Agreement authorized by Council in May.
 - ★ Public Works prepares for Pioneer Picnic.
 - ★ Field Day at Central Linn Schools was attended by the EPC.

Respectfully Submitted,

S. Scott McDowell
City Administrator

Please visit the City website at <https://www.ci.brownsville.or.us> for all kinds of information pertaining to the City's business & operations.

★ *Kirk Avenue History* ★ *Calapooia Riverbank* ★ *Plus much more*

PLANNING AT A GLANCE

June 2024

Permits *Building, Plumbing, Mechanical, Fence, Etc.*

• Plumbing	New sewer lateral	610 Washburn
• Structural	SFD	791 Pebble
• Structural	SFD	815 Stonebrook
• Structural	SFD	817 Stonebrook
• Structural	SFD	819 Stonebrook
• Structural	Solar Panel Installation	407 Faust
• Structural	SFD	821 Stonebrook
• Structural	SFD	816 Stonebrook
• Structural	SFD	812 Stonebrook
• Structural	SFD	781 Pebble
• Structural	SFD	779 Pebble
• Structural	SFD	775 Pebble
• Structural	SFD	782 Pebble
• Structural	SFD	807 Stonebrook
• Structural	SFD	809 Stonebrook
• Structural	SFD	811 Stonebrook
• Structural	SFD	813 Stonebrook
• Structural	SFD	796 Pebble
• Structural	SFD	789 Pebble
• Structural	SFD	785 Pebble
• Structural	SFD	783 Pebble
• Structural	Solar panel installation	214 Averill
• Plumbing	Backflow	817 Stonebrook
• Plumbing	Backflow	815 Stonebrook
• Plumbing	Backflow	812 Stonebrook
• Plumbing	Backflow	813 Stonebrook
• Structural	SFD	332 Blakely
• Plumbing	Backflow	811 Stonebrook
• Plumbing	Backflow	809 Stonebrook
• Plumbing	Backflow	807 Stonebrook
• Plumbing	Backflow	796 Pebble
• Plumbing	Backflow	782 Pebble
• Plumbing	Backflow	775 Pebble
• Plumbing	Backflow	779 Pebble
• Plumbing	Backflow	781 Pebble
• Plumbing	Backflow	783 Pebble
• Plumbing	Backflow	785 Pebble
• Plumbing	Backflow	789 Pebble
• Fence		715 Kirk Ave
• Fence		518 Kirk Ave
• Retaining Wall		522 N Main St
• Fence		303 Putman
• Sign		791 Pebble
• Fence		806 River Ave

Elizabeth E. Geman



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff
 1115 S.E. Jackson Street, Albany, OR 97322
 Albany, OR. 97322
 Phone: 541-967-3950
 www.linnsheriff.org

2024

MONTHLY REPORT TO THE CITY OF BROWNSVILLE FROM THE LINN COUNTY SHERIFF'S OFFICE

FOR THE MONTH OF: **MAY**

TRAFFIC CITATIONS: -----	36
TRAFFIC WARNINGS: -----	32
TRAFFIC CRASHES: -----	0
ARRESTS MADE: -----	2
COMPLAINTS/INCIDENTS INVESTIGATED:-----	122

TOTAL HOURS SPENT:

BROWNSVILLE
200 hours

CONTRACT HOURS = 200 HOURS

Michelle Duncan,
Sheriff, Linn County

By: Sgt. Steven Frambes



Library Advisory Board

Librarian's Report

May 2024

Here are a few facts about our Library for the month of May 2024. We have received 61 new books for the library. Volunteers donated 125.5 hours to our library. There were 1,496 materials checked out. 397 adult fiction books; 177 adult non-fiction books; 84 audio books; 496 children's books; 217 junior books; 32 junior reference books and 93 large print books.

There was a total of 197 electronic materials checked out. 128 adult fiction books; 37 adult non-fiction books; and 32 junior books. Of these 79 were eBooks and 118 were eAudiobooks.

In May, we held 6 children's programs with 75 participants. There were 7 programs for adults with 27 participants. We set out 32 passive programs for children.

It was fun appearing at City Council and speaking about all the fun Library activities scheduled this next year. Our Display Cases have a lovely exhibit from the local Quilts of Valor group. Rhoda Fleischman and I have worked out a schedule of exhibits next March 2025 including Junk Art, Vanport, and a World War I & II display by the Museum. Much to be thankful for and much to be looking forward to!

Respectfully submitted,

A handwritten signature in blue ink that reads "Sherri Lemhouse".

Sherri Lemhouse
Librarian



RESOLUTION NO. 2024.09

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR '24-'25 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE II. WATER REGULATIONS (ORDINANCE NO. 534); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Sections 4, 9, 10, 12, 13, 14, 17(1), and 17(2) of Ordinance No. 534 of the City of Brownsville, passed by the Council and approved by the Mayor on October 26th, 1981, and the Brownsville Municipal Code, Chapter 13.05, Article II. **Water Regulations** authorizes charges and fees to be set by Resolution of the Council and reviewed annually,

BE IT RESOLVED, that the rates and fees are set as follows:

WATER SERVICE CONNECTION FEE

The Water Service Connection Fee charged for 3/4” residential service to offset connection plan review costs, service connection installation costs, administrative and other related costs shall be as follows:

Water Service Connection Fee \$ 1,500.00

Larger services shall be charged based upon additional materials costs and reasonable installation charges.

MONTHLY SERVICE CHARGE

In-City

Base Rate	0 - 300 c.f.	\$ 32.45
Additional From	301 - 600 c.f.	\$ 2.10 per hundred c.f.
	601 - 1000 c.f.	\$ 2.34 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.41 per hundred c.f.
	1501+ c.f.	\$ 2.62 per hundred c.f.

Out-of-City

Base Rate	0 - 300 c.f.	\$ 48.68
Additional From	301 - 600 c.f.	\$ 2.72 per hundred c.f.
	601 - 1000 c.f.	\$ 3.05 per hundred c.f.
	1001 - 1500 c.f.	\$ 3.33 per hundred c.f.
	1501+ c.f.	\$ 3.42 per hundred c.f.

Water Capital Improvement Fee \$2.50

METER TEST FEE

Flow test deposit* \$ 40.50

* To be returned if meter registers more than 3% fast.



RESOLUTION NO. 2024.09

TURN-OFF FEE

Customer Requested Turn-off \$ 15.00

ACCOUNT DEPOSIT

New Accounts \$ 100.00

RESTORATION CHARGE

City Initiated Turn-off \$ 15.00

DELINQUENT ACCOUNTS

Late fee for Delinquent Notice \$ 7.50
 Charge for Notice of Shutoff \$ 10.00

RETURNED CHECK CHARGE

Each Check Returned by Bank \$ 45.00

BE IT FURTHER RESOLVED, that all prior Resolutions setting rates and fees authorized by Ordinance No. 534 and the Brownsville Municipal Code, Chapter 13.05, Article II. **Water Regulations** are hereby repealed.

This Resolution shall become effective July 1st, 2024, upon being passed and approved by the City Council.

Passed and approved by the City Council this 25th day of June 2024.

Approved:

Attest:

 Mayor Adam Craven

 City Administrator S. Scott McDowell



RESOLUTION NO. 2024.10

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR '24-'25 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE I. SEWER REGULATIONS (ORDINANCE NO. 489); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Section 19 and Section 22 of Ordinance No. 489 of the City of Brownsville passed by the Council and approved by the Mayor on March 7, 1980, and amended by Ordinance No. 582, passed by the Council and approved by the Mayor on August 15, 1988, and the Brownsville Municipal Code, Chapter 13.05, Article I. **Sewer Regulations** authorizes charges and fees to be set by Resolution of the Council and reviewed annually,

WHEREAS, the City has undertaken major renovations to the sanitary treatment works and collection systems and,

WHEREAS, at the direction of financial advisors have set rates in accordance with projections of expenditures to retire debt incurred by said improvements to meet contact requirements with Government Capital Corporation (GCC) 2021 No. 9366 and Series 2016 Refunding Bonds. Rates must be maintained to meet debt obligations.

BE IT RESOLVED that the rates and fees will be as follows:

SEWER SERVICE CHARGES

The City of Brownsville in order to ensure sufficient revenue is generated to pay the total operational and maintenance costs for the proper operation and maintenance of the treatment works and that proportional distribution of operational and maintenance costs among users and user classes is maintained determines that sewer service charges against every property served by the City sewer system shall be based on water usage. An average winter usage will be determined for each customer and that customer will be charged accordingly. Any sewer customers not connected to City water will have the choice of either installing a meter on their well and paying according to that meter reading or paying the rate which falls under the 600-800 cubic feet in the sewer rate structure.

The monthly rates shall be as follows:

In-City Sewer Charges:

Average Usage	=	0 - 300 c.f.	\$ 44.25
		400 - 500 c.f.	\$ 52.04
		600 - 800 c.f.	\$ 56.23
		900 + c.f.	\$ 62.10
Sewer Only			\$ 56.23



RESOLUTION NO. 2024.10

Out-of-City Sewer Charges	\$ 67.20
Sewer Debt Service (<i>Monthly Flat Rate Charge</i>)	\$ 15.00

APPLICATION, PERMIT & INSPECTION

The Sewer Service Connection Fee charged for connecting to the City Sewer System shall cover plan review, inspection and related administrative costs and shall be as follows:

Sewer Service Connection Fee	\$ 250.00
------------------------------	-----------

RETURNED CHECK CHARGE

Each Check Returned by Bank	\$ 45.00
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BE IT FURTHER RESOLVED that all prior Resolutions setting rates and fees as authorized by Ordinance No. 489 and the Brownsville Municipal Code, Chapter 13.05, Article I. **Sewer Regulations** are hereby repealed.

This Resolution shall become effective July 1st, 2024.

Passed and approved by the City Council on this 25th of June 2024.

Approved:

Mayor Adam Craven

Attest:

City Administrator S. Scott McDowell



RESOLUTION NO. 2024.11
RESOLUTION ADOPTING A BUDGET

BE IT RESOLVED that the Council for the City of Brownsville hereby adopts the budget for Fiscal Year 2024-2025 in the sum of \$8,916,072, including transfers totaling \$91,800, now on file at City Hall.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1st, 2024, and for the purposes shown below are hereby appropriated:

GENERAL FUND

Administration	\$	483,450
Parks & Cemetery	\$	532,900
Community Room	\$	0
Library	\$	288,055
Law	\$	252,200
Operations	\$	598,250
Transfers (Out)	\$	90,000
Unappropriated	\$	<u>1,374,000</u>
Fund Total	\$	3,618,855
Appropriated Total	\$	2,244,855

DEBT SERVICE

Bond Payment	\$	60,000
Unappropriated	\$	<u>0</u>
Fund Total	\$	60,000
Appropriated Total	\$	60,000

BUILDINGS & EQUIPMENT

Capital Outlay	\$	165,000
Transfer (Out)	\$	0
Unappropriated	\$	<u>26,600</u>
Fund Total	\$	191,600
Appropriated Total	\$	165,000

WATER FUND

Administration	\$	356,150
Operations	\$	700,400
Transfer (Out)	\$	0
Unappropriated	\$	<u>69,850</u>
Fund Total	\$	1,126,400
Appropriated Total	\$	1,056,550

WATER SYSTEM RESERVE

Capital Outlay	\$	204,000
Unappropriated	\$	<u>0</u>
Fund Total	\$	204,000
Appropriated Total	\$	0

SEWER FUND

Administration	\$	381,100
Operations	\$	327,600
Transfers (Out)	\$	0
Unappropriated	\$	<u>414,100</u>
Fund Total	\$	1,122,800
Appropriated Total	\$	708,700

WATER SDC

Unappropriated	\$	<u>62,500</u>
Fund Total	\$	62,500
Appropriated Total	\$	0

SEWER SDC

Capital Outlay	\$	500,000
Unappropriated	\$	<u>293,500</u>
Fund Total	\$	793,500
Appropriated Total	\$	500,000

STREET FUND

Personal Services	\$	185,000
Materials & Services	\$	115,800
Capital Outlay	\$	67,500
Transfers (Out)	\$	1,800
Unappropriated	\$	<u>38,750</u>
Fund Total	\$	408,850
Appropriated Total	\$	370,100

STORMWATER SDC

Capital Outlay	\$	250,000
Unappropriated	\$	<u>41,900</u>
Fund Total	\$	291,900
Appropriated Total	\$	250,000



RESOLUTION NO. 2024.11

LAND ACQUISITION

Capital Outlay	\$ 9,985
Fund Total	\$ 9,985
Appropriated Total	\$ 9,985

COMMUNITY PROJECTS

Materials & Services	\$ 20,000
Capital Outlay	\$ 37,000
Unappropriated	\$ 19,200
Fund Total	\$ 76,200
Appropriated Total	\$ 57,000

CEMETERY TRUST

Capital Outlay	\$ 35,000
Unappropriated	\$ 63,292
Fund Total	\$ 98,292
Appropriated Total	\$ 35,000

SEWER BOND

Bond Payments	\$ 300,161
Unappropriated	\$ 192,539
Fund Total	\$ 492,700
Appropriated Total	\$ 300,161

WATER BOND

Bond Payments	\$ 46,339
Unappropriated	\$ 4,061
Fund Total	\$ 50,400
Appropriated Total	\$ 46,339

Appropriated Total	\$6,007,690
Unappropriated Total	\$ 2,908,382*
Total Budget	\$ 8,916,072

* **Note:** Unappropriated balances are from all accounts including General, Water, Sewer Street, Water SDC, Buildings & Equipment, Cemetery Trust, Community Projects, Water System Reserve, Land Acquisition, Water Bond, Sewer Bond, Stormwater SDC, Sewer SDC equals an unappropriated total of \$2,908,282. Certain unappropriated amounts were not included above because those funds had no appropriation amounts. Those four funds include Water SDC, Housing Rehabilitation, Library Trust & Bikeway/Footpath and that subtotal unappropriated is \$370,490. So, total unappropriated equals \$2,908,282 which is shown above.

RESOLUTION IMPOSING AND CATAGORIZING TAXES

BE IT RESOLVED that the Council for the City of Brownsville hereby imposes the taxes as provided in the adopted budget at the rate of \$6.9597 per \$1,000 of assessed value for operations; and in the amount of \$ 36,645 for Water Bond Debt Service; and in the amount of \$183,225 for Sewer Bond Debt Service; and that these taxes are hereby imposed and categorized for tax year 2024-2025 upon the assessed value of all taxable property within the district.

	Subject to the General Government Limitation	Excluded from the Limitation
GENERAL FUND	\$6.9597/\$1,000	0
WATER BOND DEBT SERVICE FUND	0	\$ 36,645
SEWER BOND DEBT SERVICE FUND	0	\$ 183,225



RESOLUTION NO. 2024.12

A RESOLUTION AUTHORIZING TRANSFERS WITHIN CERTAIN FUNDS FOR THE FISCAL YEAR 2023-2024 BUDGET

WHEREAS, Council would like to maintain accurate expenditures for each and every fiscal year; and

WHEREAS, several line items are overspent annually depending on factors outside the control of Council and Staff; and

WHEREAS, moving funds from the contingency line items to the over spent line items will give a more accurate reflection of expenditures for each fiscal year; and

WHEREAS, funds were moved in accordance with Oregon Local Budget Law; 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 following accounts:

<u>Transfer From:</u>	<u>Transfer To:</u>	
General Fund – Parks, Rec, & Cemetery		
100.020.950.000.00.00 Contingency	100.020.600.000.00.00 Park Deposit Refunds	\$200
	100.020.649.000.00.00 Misc (CLRC Contract)	1,300
		\$1,500
General Fund - Operations		
100.060.950.000.00.00 Contingency	100.060.540.000.00.00 Benefits	\$4,500
	100.060.654.000.00.00 Shop Expense	800
		\$5,300
Water – Administration		
200.010.950.000.00.00 Contingency	200.010.635.000.00.00 Engineer	\$1,000
	200.010.671.000.00.00 Dues	\$1,300
		\$2,300
Water – Operations		
200.060.950.000.00.00 Contingency	200.060.802.000.00.00 Systems	\$4,500
		Total \$4,500
Sewer – Administration		
210.010.950.000.00.00 Contingency	210.010.674.000.00.00 Conferences	\$200
		Total \$200
Sewer – Operations		
210.060.950.000.00.00 Contingency	210.060.740.000.00.00 Cell	\$150
		Total \$150
Streets		
100.010.950.000.00.00 GF Contingency	300.000.658.000.00.00 Striping & Painting	\$3,000
		Total \$3,000

Total Amount of Transfers \$16,950

BE IT AFFIRMED, the disposition of the following transactions:

NOTES:

- **300.000.658.000.00.00 Striping & Painting**
Due to inflation, contractor pricing for striping and painting has increased significantly. As the Street Fund has no contingency, the General Fund contingency funds were used to cover the shortfall.

- **Adjusting Journal Entry | Cemetery Trust Fund – Fund #850**
In 2019, the City Auditor required the City to move funds from the Cemetery Trust Fund to the General Fund as articulated in Resolution 2019.21.

Brownsville Municipal Code (BMC), Chapter 2.45.010 states that the principal in the fund shall remain in the trust in perpetuity. BMC 2.45.030 further states that all lot sales income shall be added to the principal of the Cemetery Trust Fund. The auditor agreed that these funds need to be transferred back into the Cemetery Trust Fund by adding Note 10 to the Financial Statement found on page 22 of the FY 2022.2023 City Audit.

As directed by motion at the December 19th, 2023, Council meeting, Staff will make this adjusting journal entry in this current fiscal year to accurately reflect this correction. The amount of \$85,322 has been returned to the Cemetery Trust Fund as shown in the FY 2024.2025 budget. The additional amount of \$2,750 in cemetery lot sales has also been added to the beginning cash balance of the Cemetery Trust Fund.

PASSED AND ADOPTED by the City Council of the City of Brownsville this 25th day of June 2024.

APPROVED:

ATTEST:

S. Scott McDowell, City Administrator

Adam R. Craven, Mayor



ORDINANCE NO. 805

AN ORDINANCE REVISING CHAPTER 8.40 OF THE BROWNSVILLE MUNICIPAL CODE – ABANDONED VEHICLES

WHEREAS, Chapter 8.40 of the Brownsville Municipal Code (BMC) sets out rules and procedures for abandoned and nuisance vehicles; and,

WHEREAS, the Council wishes to revise the BMC at the Linn County Sheriff’s Office recommendation; and,

NOW THEREFORE, the City of Brownsville ordains as follows.

Section 1. BMC 8.40 currently reads as follows:

**Brownsville Municipal Code | Chapter 8.40
Abandoned Vehicles**

Current Ordinance

8.40.010 Abandoned Vehicles.

The City of Brownsville has adopted and implements the Oregon Revised Statutes pertaining to the process and procedures for abandoned vehicles within the City of Brownsville. [Ord. 795 § 2023.]



Recommended Ordinance Revision

8.40.005 Definitions.

“Hearings Officer” means a person officially designated by Council through the passage of a resolution to conduct hearings as provided by State Law.

“Tow Authority” means either the Sheriff’s Office, the State Police, or ODOT.

“Nuisance vehicles” refers to definitions found in Brownsville Municipal Code, 8.30.130, found on any public or private property.

08.40.015 Notice.

The City shall include appeal process as provided by State Law which requires a five (day) written notice to the known owner, or property owner where the vehicle is located. The hearings officer shall set and conduct a meeting to hear the appeal within seventy-two (72) hours of the request.



The person appealing the tow shall provide a written request for to initiate the appeal either by providing a hand delivered letter to City Hall, or by sending an email to the hearings officer within the time frame listed above and in the official communication from the City.

The findings of the hearings officer shall be legally binding on all related parties.

This ordinance shall take effect immediately upon adoption by the Council.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR
this ____ day of July 2024.

Approved:

Attest:

Mayor Adam R. Craven

City Administrator S. Scott McDowell

City of Brownsville
2024 Sewer Delinquent Accounts

<u>Tax Account #</u>	<u>Name & Address</u>	<u>Amount</u>
384434	Alicia Legore 30688 Park St. Lebanon, OR 97327	323.09
282075	Brandon & Tiara Higholt 212 Wilson Ave. Brownsville, OR 97327	693.67
307088	Jean Shipp 424 Washburn Ave. Brownsville, OR 97327	530.20
	TOTAL	\$1,546.96

Updated: June 19, 2024



City of Brownsville Councilor Positions

NOTICE IS HEREBY given, that three (3) positions will be up for election. Three (3) Councilor positions on the Brownsville Council will be up for election at the November 5th, 2024, General Election.

Available Positions: Three (3) Council Seats. All positions serve four-year terms beginning January 1st, 2025, and expiring December 31st, 2028.

Candidates must be an elector and must have resided within the City of Brownsville for twelve (12) months prior to being elected. Election paperwork and information for those interested in running for office may be obtained during regular business hours at City Hall, 255 N, Main Street, Brownsville, OR. Petitions must be filed with the City on or before 4:30 p.m. PST, Monday, August 23rd, 2024.

S. Scott McDowell, Administrator

Please publish July 25th, August 1st, & August 8th, 2024.



BROWNSVILLE CANAL COMPANY, INC.

OPERATIONS AGREEMENT

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

AND: Brownsville Canal Company, Inc. (COMPANY)

RECITALS

- A. Company is an Oregon non-profit corporation created to operate and maintain a canal system located within Linn County, with a portion located in City (the Canal).
- B. Company holds water rights to divert water from the Calapooia River into the Canal for the purpose of providing water to livestock.
- C. The Canal also acts to provide stormwater drainage for areas within City.
- D. The City has personnel and resources that can assist Company with meeting the general operational needs of the Company.
- E. City and Company wish to cooperate in ensuring the long-term success of the Canal; City and Company desires to agree upon the terms and conditions set forth herein.

AGREEMENT

1. **Canal Water Pump Operation.** On behalf of Company, City agrees to operate pumps and appurtenances required for water delivery from the Calapooia River to the Canal along Northern Drive, to continue the necessary electrical service with Pacific Power for the pumps, and to assist with marketing and financial resources as defined in this Agreement to raise money for continued operation of the Canal.
2. **Term.** The term of this Agreement shall be for a period of three years, commencing on _____, 2024 and ending on December 31st, 2026. This Agreement may be extended for an additional two (2) years under the same terms and conditions, by both parties agreeing to such an extension in a writing signed by both parties at least thirty (30) days prior to the end of the term.
3. **Purpose.** The City and Company shall cooperatively work together to operate the pumps and appurtenances, make necessary repairs to the Canal, and provide financial resources as needed to properly operate and maintain the Canal and associated facilities for the benefit of both Company and City. Company shall operate in accordance with its adopted bylaws to accomplish this purpose.



4. **Consideration.** The City and Company shall generate an annual fee structure for benefitting properties that will generate enough revenue to fund annual insurances requirements, to provide for necessary Canal repairs, and to set aside funds for future Canal repairs and improvements. Council may pass an ordinance to charge benefitting properties annually for the benefit provided by the Mill Race. Company is responsible for assessing and collecting the fee from its membership of benefitted properties.
5. **Maintenance of Canal.** City agrees to act on behalf of Company to maintain the pumps and appurtenances located on property along Northern Drive (see vicinity map attached as Exhibit A). City is not responsible for maintaining or repairing any breaches, blowouts, plugs or other maintenance issues within the Canal, or its ditches, banks, or other Company property. It shall be the sole responsibility of the Company to address and handle Canal repairs in accordance with its bylaws and any adopted policies or rules pertaining to such activities. Company may assign abutting property owners the obligation for repairs to adjacent portions of the Canal.
6. **Access.** The Company shall provide City with the ability to obtain access to the Canal and Company property as needed for its obligations herein.
7. **Improvements and Repairs.** Company shall be responsible for any structural changes, additions, or improvement to or upon the Canal. Company is responsible for maintain its water rights to divert water from the Calapooia River into the Canal. In accordance with Resolution 611, the City shall not be responsible for any regulatory requirements for the pumps and appurtenances related to the Canal or operation of this Agreement. The Company shall adopt standards for culverts, other types of crossings, bank erosion management, and other maintenance needs as may be necessary.
8. **Assignment and Transfer.** This Agreement shall not be assigned or transferred without written consent of both parties.
9. **Liability Insurance.** Company shall maintain in force for the duration of this Agreement an insurance policy providing comprehensive protection for all accidents or injuries which may occur related to the Canal, written as a primary policy, not contributing with or in excess of any coverage which City may carry. Such policy shall have coverages set by agreement of both parties. The policy shall also contain an endorsement naming City as additionally insured and expressly providing that the interest of City shall not be affected by Company's breach of policy provisions.

A copy of each policy or a certificate satisfactory to City shall be delivered to City prior to commencement of this Agreement. Such policy shall be written on an "occurrence" form with an insurance carrier licensed to do business in the State of Oregon and shall contain an endorsement entitling City to not less than thirty (30) days prior written notice of any material change, non-renewal, or cancellation. Failure to maintain any insurance coverage required by this Agreement shall be cause of the immediate termination of this Agreement by City.



10. **Inspection of Records.** Company shall provide City with an annual report of Canal operations and activities. The City Administrator may review Company's Canal records at any time and may provide Council with pertinent operational information.
11. **Compliance with Laws.** Company agrees to conform with all applicable laws and practices required for operation of the Canal, its use, and to correct, at Company's expense, any failure of compliance issues created through Company's fault or by reason of Company's use.
12. **Utilities.** The City and Company shall pay for the electricity for the operations of the pumps from the proceeds collected from the benefitting owners.
13. **Reimbursement.** Financial arrangements and reimbursements necessary for the execution of this Agreement shall be made as needed for the purpose of executing the responsibilities contained in this Agreement. The City will be reimbursed for certain expenditures as needed.
14. **Independent Contractor.** The Company may contract with any qualified third-party contractors to complete work as deemed prudent and necessary. Company is not to be deemed an employee or agent of City and has no authority to make any binding commitments or obligations on behalf of City.
15. **Termination by City.** City may terminate this Agreement at any time during its term by giving reasons deemed sufficient by City and complying with the following procedure:
 - 15.1 City shall give Company notice that termination is being considered.
 - 15.2 City shall confer with Company;
 - 15.3 If City determines that termination is appropriate, it shall state the reasons therefore and give Company thirty (30) days written notice.
 - 15.4 In the event of termination of this Agreement by City because of a breach by Company, City may complete the work either by itself or by contract with other persons. Company shall be liable to City for any costs or losses incurred by City arising out of or related to the breach.
16. **Termination by Company.** Company may terminate this Agreement at any time during its term without giving reasons for the termination by complying with the following procedure:
 - 16.1 Company shall give City notice that termination is being considered.



- 16.2 Company shall confer with City;
- 16.3 If Company determines the termination is appropriate, it shall give City thirty (30) days written notice of its termination.
- 16.4 Company's remedies upon such termination shall be limited to payment for work performed to the date of the termination.
- 17. **Waiver.** Any waiver of any condition of this Agreement shall be in writing signed by both parties to the Agreement. Waiver by City of a strict performance of any provision of this Agreement shall not be a waiver of or prejudice to City's rights to require strict performance of the same provision or of any other provision in the future.
- 18. **Notices.** Any notices required or permitted under this Agreement shall be deemed given when delivered or three (3) business days following deposit in the United States mail as certified mail, return receipt requested, whichever shall first occur, addressed as follows:

CITY: City of Brownsville
 PO Box 188, Brownsville, OR 97327
 ATTN: City Administrator

COMPANY: Brownsville Canal Company, Inc.
 _____, Brownsville, OR 97327
 ATTN: President

- 19. **Attorney Fees.** In the event action is brought to enforce any term of this Agreement, the prevailing party shall recover from the other party reasonable attorney fees set by the trial and appellate courts.
- 20. **Amendment and Renewal.** The parties, having negotiated regarding the expiration of the existing agreement within one year and related matters, agree to the amendment of the terms of that agreement according to the terms and conditions set forth herein. The parties further agree that this amendment shall be effective immediately and that the amended agreement shall have, subject to the terms and conditions set forth herein, a term of which shall be in conjunction with the original effective date of this agreement.

CITY: CITY OF BROWNSVILLE

COMPANY: BROWNSVILLE CANAL COMPANY, INC.

By:

Title:
 Adam R. Craven

By:

Title:
 Mike Neher

City of Brownsville
Budget Year: 2024-2025

Budgeted
Expenditures & Resources
Tax Rate Calculation
2024-2025



	Taxes 2021-2022	Taxes 2022-2023	Taxes 2023-2024	FUND	Total Resources	Total Expenditures	Unappropriated Ending Balance	Taxes Needed To Balance	
1	\$860,457	\$953,365	\$956,878	100 GENERAL	\$3,618,855	\$2,244,855	\$1,374,000	\$1,025,162	1
2	\$0	\$0	\$0	200 WATER	\$1,126,400	\$1,056,550	\$69,850	\$0	2
3	\$0	\$0	\$0	210 SEWER	\$1,122,800	\$708,700	\$414,100	\$0	3
4	\$0	\$0	\$0	300 STREETS & DRAINAGE	\$408,850	\$370,100	\$38,750	\$0	4
5	\$0	\$0	\$0	400 DEBT SERVICE	\$60,000	\$60,000	\$0	\$0	5
6	\$0	\$0	\$0	600 HOUSING REHABILITATION	\$231,100	\$0	\$231,100	\$0	6
7	\$0	\$0	\$0	850 CEMETERY TRUST	\$98,292	\$35,000	\$63,292	\$0	7
8	\$0	\$0	\$0	905 SEWER CONSTRUCTION	\$0	\$0	\$0	\$0	8
9	\$0	\$0	\$0	800 LIBRARY TRUST	\$7,920	\$0	\$7,920	\$0	9
10	\$0	\$0	\$0	750 BIKEWAY/FOOTPATH	\$69,070	\$0	\$69,070	\$0	10
11	\$0	\$0	\$0	700 WATER SDC	\$62,500	\$0	\$62,500	\$0	11
					Resources	Expenditures	U.E Balance		
12	\$0	\$0	\$0	500 BUILDING & EQUIPMENT	\$191,600	\$165,000	\$26,600	\$0	12
13	\$0	\$0	\$0	875 TRANSIENT ROOM TAX	\$0	\$0	\$0	\$0	13
14	\$0	\$0	\$0	916 COMMUNITY PROJECTS	\$76,200	\$57,000	\$19,200	\$0	14
15	\$0	\$0	\$0	550 WATER SYSTEM RESERVE	\$204,000	\$204,000	\$0	\$0	15
16	\$0	\$0	\$0	911 LAND ACQUISITION	\$9,985	\$9,985	\$0	\$0	16
17	\$0	\$0	\$0	450 WATER BOND	\$50,400	\$46,339	\$4,061	\$35,000	17
18	\$130,960	\$207,188	\$175,000	460 SEWER BOND	\$492,700	\$300,161	\$192,539	\$175,000	18
19	\$0	\$0	\$0	730 STORMWATER SDC	\$291,900	\$250,000	\$41,900	\$0	19
20	\$0	\$0	\$0	720 SEWER SDC	\$793,500	\$500,000	\$293,500	\$0	20
21	\$991,417	\$1,160,553	\$1,306,878	TOTAL	\$8,916,072	\$6,007,690	\$2,908,382	\$1,235,162	21
22				Tax Needed for Water Bonded Debt				\$35,000	22
23				Levy Needed for Water Bonded Debt				\$36,645	23
24				Tax Rate for Water Bonded Debt					24
25				Tax Needed for Sewer Bonded Debt				\$175,000	25
26				Levy Needed for Sewer Bonded Debt				\$183,225	26
27				Tax Rate for Sewer Bonded Debt					27
28	Estimated Levy Using Permanent Rate (Most Current Levy + 13%)				\$1,075,721	General Fund Taxes to Balance		\$1,025,162	28
29	Minus Uncollectable Taxes (4.7%)				\$1,025,162	Difference		\$50,559	29
30	Taxes Available for General Fund (Estimated)				\$1,025,162	Levy Full Permanent Tax Rate		6.9597	30

RESOURCES
General Fund
(100 000)



	Historical Data			RESOURCE DESCRIPTION	Budget Year: 2024-2025			
			Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				BEGINNING FUND BALANCE				
1	\$2,400,000	\$2,541,872	\$3,420,794	411 BEGINNING CASH BALANCE	\$2,389,678	\$2,389,678	\$2,389,678	1
2	\$21,430	\$30,242	\$22,500	413 PRIOR TAXES	\$26,500	\$26,500	\$26,500	2
3	\$12,444	\$69,495	\$16,000	414 INTEREST	\$20,000	\$20,000	\$20,000	3
4								4
5				OTHER RESOURCES				5
6	\$21,131	\$21,307	\$19,500	421 STATE REVENUE SHARING	\$18,500	\$18,500	\$18,500	6
7	\$32,210	\$31,882	\$30,000	422 STATE LIQUOR TAX	\$29,000	\$29,000	\$29,000	7
8	\$2,206	\$1,155	\$1,600	423 STATE CIGARETTE TAX	\$1,000	\$1,000	\$1,000	8
9	\$9,981	\$12,546	\$8,800	432 NW NATURAL GAS FRANCHISE	\$11,000	\$11,000	\$11,000	9
10	\$3,267	\$4,812	\$4,200	434 CENTURY LINK FRANCHISE	\$4,000	\$4,000	\$4,000	10
11	\$0	\$0	\$1,800	436 ALYRICA FRANCHISE [NEW '21]	\$1,500	\$1,500	\$1,500	11
12	\$156,068	\$33,482	\$32,000	441 BUILDING PERMIT FEES	\$28,500	\$28,500	\$28,500	12
13	\$30	\$110	\$60	442 COUNCIL ROOM RENTAL ▲	\$60	\$60	\$60	13
14	\$65	\$120	\$80	443 KIRK ROOM RENTAL	\$60	\$60	\$60	14
15	\$14,825	\$18,580	\$14,500	444 PARK RENTAL FEES	\$17,500	\$17,500	\$17,500	15
16	\$1,075	\$929	\$750	445 CR + RC RENTAL [RENAMED ▲ + '25]	\$2,850	\$2,850	\$2,850	16
17	\$0	\$1,000	\$500	446 PLANNING & LAND USE FEES	\$500	\$500	\$500	17
18	\$2,371	\$2,379	\$1,850	447 LIBRARY FINES & FEES	\$2,000	\$2,000	\$2,000	18
19	\$2,525	\$1,850	\$1,850	448 LIEN SEARCH FEES	\$1,850	\$1,850	\$1,850	19
20	\$40,043	\$7,077	\$6,500	449 COURT FINES & FEES	\$6,500	\$6,500	\$6,500	20
21	\$3,250	\$2,650	\$500	452 CEMETERY TRUST INTEREST (LOT SALES)	\$1,250	\$1,250	\$1,250	21
22	\$245	\$245	\$245	454 LAND LEASE FEES	\$245	\$245	\$245	22
23	\$29,769	\$79,352	\$28,500	456 MISCELLANEOUS	\$25,000	\$25,000	\$25,000	23
24	\$5,050	\$5,300	\$3,600	460 PUBLIC RENTAL DEPOSITS ▲	\$4,200	\$4,200	\$4,200	24
25	\$263,344	\$255,958	\$2,000	470 GRANTS	\$2,000	\$2,000	\$2,000	25
26								26
27	\$3,021,329	\$3,122,343	\$3,618,129	Total Resources No Taxes	\$2,593,693	\$2,593,693	\$2,593,693	27
28			\$956,878	Taxes Necessary to Balance	\$1,025,162	\$1,025,162	\$1,025,162	28
29								29
30	\$3,021,329	\$3,122,343	\$4,575,007	TOTAL RESOURCES	\$3,618,855	\$3,618,855	\$3,618,855	30



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$108,944	\$125,822	\$154,880	510 SALARIES	\$170,500	\$170,500	\$170,500	1
2	\$72,645	\$78,566	\$108,605	540 BENEFITS	\$125,000	\$125,000	\$125,000	2
3	\$181,589	\$204,388	\$263,485	TOTAL PERSONNEL SERVICES	\$295,500	\$295,500	\$295,500	3
4				Materials & Services				4
5	\$370	\$0	\$650	611 FILING FEES [2019: + 612,614]	\$650	\$650	\$650	5
6	\$120	\$0	\$450	612 RECORDING FEES [2019: To 611]	\$450	\$450	\$450	6
7	\$250	\$250	\$1,250	613 AUDIT FEES	\$600	\$600	\$600	7
8	\$0	\$0	\$0	614 EASEMENT FEES [2019: To 611]	\$0	\$0	\$0	8
9	\$1,266	\$815	\$2,750	619 REFUNDS & REIMBURSE ▲	\$3,250	\$3,250	\$3,250	9
10	\$0	\$0	\$0	621 ELECTION ADVERTISEMENT [2019: To 623]	\$0	\$0	\$0	10
11	\$2,013	\$1,813	\$3,450	623 ADVERTISEMENTS [2019: + 621,624-626] ▲	\$3,850	\$3,850	\$3,850	11
12	\$0	\$0	\$0	624 PUBLIC HEARINGS [2019: To 623]	\$0	\$0	\$0	12
13	\$0	\$0	\$0	625 BIDS [2019: To 623]	\$0	\$0	\$0	13
14	\$0	\$0	\$0	626 GEN. ADVERTISEMENTS [2019: To 623]	\$0	\$0	\$0	14
15	\$5,499	\$10,249	\$8,500	627 LEGAL	\$10,500	\$10,500	\$10,500	15
16	\$3,584	\$3,781	\$6,500	629 COMP. SOFTWARE & HARDWARE ▲	\$6,500	\$6,500	\$6,500	16
17	\$1,875	\$1,789	\$3,200	639 SERVICE CONTRACTS ▲	\$3,850	\$3,850	\$3,850	17
18	\$3,590	\$5,342	\$4,500	665 OFFICE SUPPLIES [2019: + 666,668]	\$5,800	\$5,800	\$5,800	18
19	\$0	\$0	\$0	666 COMPUTER SUPPLIES [2019: To 665]	\$0	\$0	\$0	19
20	\$796	\$1,162	\$2,350	667 POSTAGE	\$3,000	\$3,000	\$3,000	20
21	\$0	\$0	\$0	668 COPIER SUPPLIES [2019: To 665]	\$0	\$0	\$0	21
22	\$5,186	\$5,056	\$8,000	671 DUES & ANNUAL FEES	\$8,000	\$8,000	\$8,000	22
23	\$167	\$140	\$350	672 PUBLICATIONS	\$350	\$350	\$350	23
24	\$0	\$0	\$2,200	673 ORS REVISIONS/MAPS	\$2,500	\$2,500	\$2,500	24
25	\$3,182	\$5,041	\$8,200	674 CONFERENCES & MEETINGS	\$8,800	\$8,800	\$8,800	25
26	\$67,794	\$45,895	\$45,000	675 ECONOMIC DEVELOPMENT	\$45,000	\$45,000	\$45,000	26
27	\$3,160	\$9,101	\$17,500	677 HRB/PLANNING COM/GIS/EPC	\$17,500	\$17,500	\$17,500	27
28	\$98,852	\$90,434	\$114,850	TOTAL MATERIALS & SERVICES	\$120,600	\$120,600	\$120,600	28
29				Capital Outlay				29
30	\$1,193	\$1,835	\$2,800	831 SOFTWARE/HARDWARE	\$3,600	\$3,600	\$3,600	30
31	\$1,193	\$1,835	\$2,800	TOTAL CAPITAL OUTLAY	\$3,600	\$3,600	\$3,600	31
32			\$56,750	950 GENERAL OPERATING CONTINGENCY	\$63,750	\$63,750	\$63,750	32
33	\$281,634	\$296,657	\$437,885	TOTAL EXPENDITURES (100.010)	\$483,450	\$483,450	\$483,450	33

REQUIREMENTS SUMMARY
General Fund: Parks, Rec & Cemetery (100-020)



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$12,573	\$12,450	\$26,010	510 SALARIES	\$28,650	\$28,650	\$28,650	1
2	\$500	\$500	\$3,500	520 EXTRA HELP	\$3,500	\$3,500	\$3,500	2
3	\$1,884	\$1,870	\$4,620	540 BENEFITS	\$5,200	\$5,200	\$5,200	3
4	\$14,957	\$14,820	\$34,130	TOTAL PERSONNEL SERVICES	\$37,350	\$37,350	\$37,350	4
5				Materials & Services				5
6	\$4,400	\$5,000	\$4,500	600 PARK DEPOSIT REFUNDS	\$4,500	\$4,500	\$4,500	6
7	\$1,258	\$0	\$2,250	645 SERVICE CONTRACTS	\$2,500	\$2,500	\$2,500	7
8	\$4,000	\$0	\$3,200	649 CLRC CONTRACT	\$5,000	\$5,000	\$5,000	8
9	\$2,899	\$2,752	\$4,850	653 PORTABLE TOILETS RENTAL	\$5,200	\$5,200	\$5,200	9
10	\$0	\$0	\$8,500	655 GRAVEL/ASPHALT	\$10,000	\$10,000	\$10,000	10
11	\$25	\$1,585	\$2,200	659 MISC. [*]	\$2,200	\$2,200	\$2,200	11
12	\$0	\$0	\$0	661 OPERATING SUPPLIES [2019: To 669]	\$0	\$0	\$0	12
13	\$0	\$0	\$0	663 CLEANING SUPPLIES [2019: To 669]	\$0	\$0	\$0	13
14	\$0	\$0	\$0	664 RESTROOM SUPPLIES [2019: To 669]	\$0	\$0	\$0	14
15	\$4,156	\$6,153	\$7,850	669 SUPPLIES [2019: + 661,663,664]	\$8,450	\$8,450	\$8,450	15
16	\$8,572	\$10,346	\$14,500	691 ELECTRICITY	\$16,000	\$16,000	\$16,000	16
17	\$22,484	\$21,430	\$36,000	720 BUILDINGS, GROUNDS & TREES	\$35,000	\$35,000	\$35,000	17
18	\$758	\$483	\$2,400	730 EQUIPMENT RENTAL	\$2,200	\$2,200	\$2,200	18
19	\$48,552	\$47,749	\$86,250	TOTAL MATERIALS & SERVICES	\$91,050	\$91,050	\$91,050	19
				Capital Outlay				
20	\$97,000	\$525,862	\$1,820,000	810 PARK [RCRP + Gap \$ [Facilities]	\$330,000	\$330,000	\$330,000	20
21	\$0	\$0		800 CEMETERY RESERVE [NEW 2019][Transfer]	\$0	\$0	\$0	21
22	\$0	\$2,448	\$25,000	816 BUILDINGS - REPAIR	\$25,000	\$25,000	\$25,000	22
23	\$0	\$0	\$7,500	876 EQUIPMENT NEW & REPLACEMENT	\$4,500	\$4,500	\$4,500	23
24	\$97,000	\$528,310	\$1,852,500	TOTAL CAPITAL OUTLAY	\$359,500	\$359,500	\$359,500	24
25			\$45,000	950 GENERAL OPERATING CONTINGENCY	\$45,000	\$45,000	\$45,000	25
26	\$160,509	\$590,879	\$2,017,880	TOTAL EXPENDITURES (100.020)	\$532,900	\$532,900	\$532,900	26



	Historical Data		Adopted Budget This Year 2022-2023	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2020-2021	2021-2022			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Materials & Services				
1	\$0	\$0	\$0	691 ELECTRICITY	\$0	\$0	\$0	1
2	\$0	\$0	\$0	694 HEATING	\$0	\$0	\$0	2
3	\$0	\$0	\$0	TOTAL MATERIALS & SERVICES	\$0	\$0	\$0	3
4	\$0	\$0	\$0	TOTAL EXPENDITURES (100.030)	\$0	\$0	\$0	4



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$47,837	\$50,376	\$74,410	510 SALARIES	\$81,500	\$81,500	\$81,500	1
2	\$90	\$1,430	\$1,800	520 EXTRA HELP	\$2,400	\$2,400	\$2,400	2
3	\$37,196	\$37,758	\$40,710	540 BENEFITS	\$45,500	\$45,500	\$45,500	3
4	\$85,123	\$89,564	\$116,920	TOTAL PERSONNEL SERVICES	\$129,400	\$129,400	\$129,400	4
5				Materials & Services				5
6	\$3,787	\$2,419	\$4,650	645 SERVICE CONTRACT (Furnace & Software)	\$5,000	\$5,000	\$5,000	6
7	\$228	\$360	\$500	649 ALARM MONITORING	\$600	\$600	\$600	7
8	\$8,143	\$8,771	\$14,200	651 BOOKS + E-BOOKS	\$15,000	\$15,000	\$15,000	8
9	\$678	\$143	\$1,200	662 BOOK PROCESSING MATERIALS	\$1,200	\$1,200	\$1,200	9
10	\$0	\$0	\$0	663 CLEANING SUPPLIES [2019: To 665]	\$0	\$0	\$0	10
11	\$483	\$763	\$1,250	665 OFFICE SUPPLIES	\$1,250	\$1,250	\$1,250	11
12	\$0	\$0	\$0	666 COMPUTER SUPPLIES [2019: To 665]	\$0	\$0	\$0	12
13	\$84	\$94	\$150	667 POSTAGE	\$225	\$225	\$225	13
14	\$0	\$0	\$0	668 COPIER SUPPLIES [2019: To 665]	\$0	\$0	\$0	14
15	\$51	\$151	\$280	671 DUES	\$280	\$280	\$280	15
16	\$0	\$0	\$280	672 SUBSCRIPTIONS	\$300	\$300	\$300	16
17	\$2,126	\$800	\$3,200	674 CONFERENCES	\$3,200	\$3,200	\$3,200	17
18	\$0	\$3,300	\$7,500	679 SOFTWARE/HARDWARE ▲	\$7,500	\$7,500	\$7,500	18
19	\$2,947	\$3,152	\$4,600	691 ELECTRICITY	\$5,600	\$5,600	\$5,600	19
20	\$1,353	\$2,156	\$4,600	692 NATURAL GAS	\$4,600	\$4,600	\$4,600	20
21	\$2,089	\$2,098	\$3,400	693 TELEPHONE & INTERNET	\$3,400	\$3,400	\$3,400	21
22	\$615	\$1,783	\$4,200	720 BUILDINGS & GROUNDS	\$4,500	\$4,500	\$4,500	22
23	\$15	\$0	\$2,200	730 EQUIPMENT	\$2,500	\$2,500	\$2,500	23
24	\$22,599	\$25,990	\$52,210	TOTAL MATERIALS & SERVICES	\$55,155	\$55,155	\$55,155	24
				Capital Outlay				
25	\$0	\$0	\$15,000	801 BUILDING REPAIR	\$12,500	\$12,500	\$12,500	25
26	\$0	\$0	\$500	871 OFFICE EQUIPMENT	\$1,200	\$1,200	\$1,200	26
27	\$0	\$0	\$40,000	861 FUTURE GEN. BUILDING ▲	\$64,000	\$64,000	\$64,000	27
28	\$214	\$600	\$3,800	821 COMPUTERS	\$4,800	\$4,800	\$4,800	28
29	\$214	\$600	\$59,300	TOTAL CAPITAL OUTLAY	\$82,500	\$82,500	\$82,500	29
30			\$34,250	950 GENERAL OPERATING CONTINGENCY	\$21,000	\$21,000	\$21,000	30
31	\$107,936	\$116,154	\$262,680	TOTAL EXPENDITURES (100.040)	\$288,055	\$288,055	\$288,055	31

**FORM
LB-30**

REQUIREMENTS SUMMARY

General Fund: Law (100-050)



	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$24,002	\$363	\$17,800	510 SALARIES	\$1,500	\$1,500	\$1,500	1
2	\$3,633	\$367	\$0	540 BENEFITS	\$0	\$0	\$0	2
3	\$27,635	\$730	\$17,800	TOTAL PERSONNEL SERVICES	\$1,500	\$1,500	\$1,500	3
4				Materials & Services				4
5	\$9,600	\$9,600	\$12,500	632 ATTORNEY & JUDGE ▲	\$12,500	\$12,500	\$12,500	5
6	\$896	\$2,283	\$0	634 COMPUTER/SOFTWARE	\$0	\$0	\$0	6
7	\$181,224	\$193,296	\$207,550	637 POLICE	\$218,000	\$218,000	\$218,000	7
8	\$123	\$50	\$150	639 EXPENSE REIMBURSEMENT ▲	\$200	\$200	\$200	8
9	\$2,248	\$70	\$1,200	648 COURT CLERK L.C. IGA	\$1,000	\$1,000	\$1,000	9
10	\$2,758	\$0	\$2,800	649 PUBLIC DEFENDERS	\$2,500	\$2,500	\$2,500	10
11	\$0	\$0	\$0	659 TRIAL COSTS	\$0	\$0	\$0	11
12	\$421	\$117	\$0	665 OFFICE SUPPLIES	\$0	\$0	\$0	12
13	\$0	\$0	\$0	666 COMPUTER SUPPLIES [2019: To 665]	\$0	\$0	\$0	13
14	\$195	\$191	\$0	667 POSTAGE	\$0	\$0	\$0	14
15	\$75	\$0	\$0	671 DUES & ANNUAL FEES	\$0	\$0	\$0	15
16	\$200	\$155	\$0	676 EDUCATION	\$0	\$0	\$0	16
17	\$0	\$0	\$0	679 BOOKS	\$0	\$0	\$0	17
18	\$7,469	\$0	\$3,200	683 STATE UAS	\$3,200	\$3,200	\$3,200	18
19	\$5,654	\$1,839	\$1,000	685 COUNTY ADMIN SERVICES	\$2,500	\$2,500	\$2,500	19
20	\$584	\$0	\$650	690 RESTITUTION/REFUNDS	\$800	\$800	\$800	20
21	\$0	\$0	\$0	730 OFFICE EQUIP. MAINTENANCE	\$0	\$0	\$0	21
22	\$211,447	\$207,601	\$229,050	TOTAL MATERIALS & SERVICES	\$240,700	\$240,700	\$240,700	22
				Capital Outlay				
23	\$0	\$0	\$0	871 OFFICE EQUIPMENT ['21 Traffic Control]	\$0	\$0	\$0	23
24	\$0	\$0	\$0	TOTAL CAPITAL OUTLAY				24
25			\$30,000	950 GENERAL OPERATING CONTINGENCY	\$10,000	\$10,000	\$10,000	25
26	\$239,082	\$208,331	\$276,850	TOTAL EXPENDITURES (100.050)	\$252,200	\$252,200	\$252,200	26

**FORM
LB-30**

REQUIREMENTS SUMMARY
General Fund: Operations (100-060)



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$73,309	\$79,332	\$93,500	510 SALARIES	\$112,500	\$112,500	\$112,500	1
2	\$0	\$25	\$2,600	520 EXTRA HELP	\$2,600	\$2,600	\$2,600	2
3	\$46,220	\$47,545	\$45,300	540 BENEFITS	\$51,500	\$51,500	\$51,500	3
4	\$119,529	\$126,902	\$141,400	TOTAL PERSONNEL SERVICES	\$166,600	\$166,600	\$166,600	4
5				Materials & Services				5
6	\$2,043	\$1,609	\$45,000	622 PLANNING	\$45,000	\$45,000	\$45,000	6
7	\$0	\$0	\$22,500	632 ATTORNEY	\$22,500	\$22,500	\$22,500	7
8	\$29,000	\$32,000	\$38,500	633 AUDITOR	\$40,000	\$40,000	\$40,000	8
9	\$0	\$0	\$5,800	634 COMPUTER CONSULTANT	\$4,500	\$4,500	\$4,500	9
10	\$7,403	\$12,454	\$20,000	635 ENGINEER	\$20,000	\$20,000	\$20,000	10
11	\$0	\$0	\$2,850	639 MISC. PERSONNEL ▲	\$3,000	\$3,000	\$3,000	11
12	\$95	\$52,388	\$58,600	645 REFUNDS & REIMBURSEMENTS ▲	\$62,000	\$62,000	\$62,000	12
13	\$172,247	\$32,681	\$50,000	646 BUILDING DEPARTMENT CONTRACTS	\$45,000	\$45,000	\$45,000	13
14	\$7,156	\$7,883	\$9,800	649 SERVICE/MAINT. CONTRACTS	\$11,500	\$11,500	\$11,500	14
15	\$1,060	\$2,744	\$3,200	654 SHOP EXPENSE	\$3,800	\$3,800	\$3,800	15
16	\$0	\$0	\$0	659 MISC. [MAINT. SUPPLIES][Moved to 654]	\$0	\$0	\$0	16
17	\$3,315	\$2,951	\$5,800	661 PETROLEUM PRODUCTS	\$5,800	\$5,800	\$5,800	17
18	\$0	\$0	\$0	663 CLEANING SUPPLIES [2019: To 659]	\$0	\$0	\$0	18
19	\$0	\$0	\$0	679 MISC. EXPENSE REIMBURSE [2019: To 645]	\$0	\$0	\$0	19
20	\$22,279	\$24,347	\$52,000	681 INSURANCE (CIS)	\$48,000	\$48,000	\$48,000	20
21	\$0	\$0	\$600	684 BONDS	\$600	\$600	\$600	21
22	\$4,154	\$4,352	\$12,000	691 ELECTRICITY	\$12,000	\$12,000	\$12,000	22
23	\$2,934	\$3,408	\$7,800	692 NATURAL GAS	\$7,800	\$7,800	\$7,800	23
24	\$5,648	\$5,531	\$7,200	693 TELEPHONE, INTERNET & CELL PHONES	\$7,800	\$7,800	\$7,800	24
25	\$408	\$490	\$2,450	710 VEHICLES	\$2,450	\$2,450	\$2,450	25
26	\$5,127	\$6,212	\$10,500	720 BUILDINGS & GROUNDS	\$12,000	\$12,000	\$12,000	26
27	\$5,083	\$2,002	\$6,000	730 EQUIPMENT & CLOTHING	\$6,000	\$6,000	\$6,000	27
28	\$0	\$253	\$800	740 CELL PHONES	\$1,200	\$1,200	\$1,200	28
29	\$267,952	\$191,305	\$361,400	TOTAL MATERIALS & SERVICES	\$360,950	\$360,950	\$360,950	29
				Capital Outlay				
30	\$2,603	\$613	\$4,800	821 COMPUTER HARDWARE	\$4,500	\$4,500	\$4,500	30
31	\$0	\$10,800	\$10,000	871 EQUIPMENT REPLACEMENT	\$10,000	\$10,000	\$10,000	31
32	\$0	\$0	\$0	875 PICKUP [NEW 2019]	\$0	\$0	\$0	32
33	\$404	\$0	\$3,000	861 FURNITURE	\$3,000	\$3,000	\$3,000	33
34	\$0	\$0	\$3,200	831 COMPUTER SOFTWARE/HARDWARE	\$3,200	\$3,200	\$3,200	34
35	\$3,007	\$11,413	\$21,000	TOTAL CAPITAL OUTLAY	\$20,700	\$20,700	\$20,700	35
36			\$70,320	950 GENERAL OPERATING CONTINGENCY	\$50,000	\$50,000	\$50,000	36
37	\$390,488	\$329,620	\$594,120	TOTAL EXPENDITURES (100.060)	\$598,250	\$598,250	\$598,250	37

City of Brownsville

**INCLUSIVE - GENERAL
(100-000)**



	Actual	Actual	Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1								1
2	\$281,634	\$296,657	\$437,885	ADMINISTRATION	\$483,450	\$483,450	\$483,450	2
3								3
4	\$160,509	\$590,879	\$2,017,880	PARKS/REC/CEMETERY	\$532,900	\$332,900	\$332,900	4
5								5
6	\$0	\$0	\$0	COMMUNITY ROOM	\$0	\$0	\$0	6
7								7
8	\$107,936	\$116,154	\$262,680	LIBRARY	\$288,055	\$288,055	\$288,055	8
9								9
10	\$239,082	\$208,331	\$281,210	LAW	\$252,200	\$252,200	\$252,200	10
11								11
12	\$390,488	\$329,620	\$594,120	OPERATIONS	\$598,250	\$598,250	\$598,250	12
13								13
				TRANSFERS				
14			\$206,000	911 TO WATER OPERATIONS [Activated]				14
15				905 TO BUILDING & EQUIPMENT FUND				15
16				908 TO COMMUNITY PROJECTS FUND	\$30,000	\$30,000	\$30,000	16
17				902 TO DEBT SERVICE (400...902)[New '25]	\$60,000	\$60,000	\$60,000	17
18				CONTINGENCY				18
19								19
20	\$1,179,649	\$1,541,641	\$4,575,007	TOTAL RESOURCES	\$3,618,855	\$3,618,855	\$3,618,855	20
21								21
22	\$1,179,649	\$1,541,641	\$3,799,775	TOTAL EXPENDITURES	\$2,244,855	\$2,244,855	\$2,244,855	22
23			\$775,232	975 UNAPPROPRIATED FUND BALANCE	\$1,374,000	\$1,374,000	\$1,374,000	23
24	\$1,179,649	\$1,541,641	\$4,575,007	TOTAL REQUIREMENTS	\$3,618,855	\$3,618,855	\$3,618,855	24

RESOURCES
Water Fund
(200-000)



	Historical Data		Adopted Budget This Year 2023-2024	RESOURCE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	1	\$505,500			\$736,823	\$768,200	411 BEGINNING FUND BALANCE	
2	\$2,740	\$15,868	\$4,800	414 INTEREST	\$4,500	\$4,500	\$4,500	2
3								3
				OTHER RESOURCES				
4	\$0	\$6,500	\$3,800	460 UTILITY DEPOSITS	\$3,800	\$3,800	\$3,800	4
5	\$421,734	\$458,813	\$408,850	461 WATER RECEIPTS	\$490,000	\$490,000	\$490,000	5
6	\$44,520	\$3,720	\$18,500	462 WATER CONNECTION FEES	\$2,600	\$2,600	\$2,600	6
7	\$8,015	\$5,516	\$5,500	463 MISCELLANEOUS	\$5,500	\$5,500	\$5,500	7
				TRANSFERS				
8	\$40,000	\$0	\$0	465 FROM B & E (20) GENERAL	\$0	\$0	\$0	8
9	\$0	\$0	\$0	FROM SEWER	\$0	\$0	\$0	9
10	\$0	\$0	\$0	904 TO WATER SYSTEM RESERVE	\$0	\$0	\$0	10
11	\$0	\$0	\$206,000	480 FROM WATER	\$0	\$0	\$0	11
12	\$1,022,509	\$1,227,240	\$1,415,650	Total resources - No Taxes	\$1,126,400	\$1,126,400	\$1,126,400	12
13								13
14								14
15	\$1,022,509	\$1,227,240	\$1,415,650	TOTAL RESOURCES	\$1,126,400	\$1,126,400	\$1,126,400	15



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$76,178	\$86,444	\$122,100	510 SALARIES	\$128,000	\$128,000	\$128,000	1
2	\$47,092	\$49,486	\$80,220	540 BENEFITS	\$65,000	\$65,000	\$65,000	2
3	\$123,270	\$135,930	\$202,320	TOTAL PERSONNEL SERVICES	\$193,000	\$193,000	\$193,000	3
				Materials & Services				
4	\$5,648	\$9,619	\$5,800	600 UTILITY DEPOSIT REFUNDS	\$5,200	\$5,200	\$5,200	4
5	\$3,191	\$1,907	\$3,600	615 PERMITS & ANNUAL FEES	\$3,600	\$3,600	\$3,600	5
6	\$1,603	\$1,567	\$3,200	616 REFUNDS & REIMBURSE	\$3,200	\$3,200	\$3,200	6
7	\$0	\$0	\$300	623 NOTICES	\$150	\$150	\$150	7
8	\$0	\$0	\$500	625 BIDS	\$250	\$250	\$250	8
9	\$1,182	\$4,299	\$4,500	627 LEGAL	\$4,500	\$4,500	\$4,500	9
10	\$1,706	\$41,135	\$100,000	635 ENGINEER	\$20,000	\$20,000	\$20,000	10
11	\$3,822	\$1,880	\$5,500	639 SERVICE CONTRACTS ▲	\$5,500	\$5,500	\$5,500	11
12	\$3,699	\$5,293	\$4,800	665 OFFICE SUPPLIES	\$5,500	\$5,500	\$5,500	12
13	\$90	\$2,200	\$2,200	666 COMPUTER SOFTWARE & HARDWARE	\$2,000	\$2,000	\$2,000	13
14	\$1,999	\$2,894	\$3,200	667 POSTAGE	\$3,450	\$3,450	\$3,450	14
15	\$440	\$3,121	\$2,000	671 DUES	\$3,500	\$3,500	\$3,500	15
16	\$638	\$179	\$2,000	674 CONFERENCES	\$1,500	\$1,500	\$1,500	16
17	\$423	\$405	\$1,500	676 EDUCATION	\$1,500	\$1,500	\$1,500	17
18	\$0	\$0	\$750	679 MISC. PERSONNEL ▲	\$800	\$800	\$800	18
19	\$22,279	\$23,999	\$60,000	681 INSURANCE (CIS)	\$45,000	\$45,000	\$45,000	19
20	\$4,208	\$4,086	\$6,200	693 TELEPHONE, INTERNET & CELL PHONES	\$6,800	\$6,800	\$6,800	20
21	\$0	\$1,071	\$1,200	730 EQUIPMENT	\$1,200	\$1,200	\$1,200	21
22	\$50,928	\$103,655	\$207,250	TOTAL MATERIALS & SERVICES	\$113,650	\$113,650	\$113,650	22
23	\$4,693	\$3,500	\$3,500	822 COMPUTER SOFTWARE & HARDWARE	\$3,500	\$3,500	\$3,500	23
24	\$0	\$0	\$0	831 SOFTWARE/HARDWARE [2019: To 822]	\$0	\$0	\$0	24
25	\$230	\$0	\$800	872 OFFICE EQUIPMENT	\$1,000	\$1,000	\$1,000	25
				Capital Outlay				
26	\$4,923	\$3,500	\$4,300	TOTAL CAPITAL OUTLAY	\$4,500	\$4,500	\$4,500	26
27			\$62,000	950 GENERAL OPERATING CONTINGENCY	\$45,000	\$45,000	\$45,000	27
28	\$179,121	\$243,085	\$475,870	TOTAL EXPENDITURES (200.010)	\$356,150	\$356,150	\$356,150	28



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$41,581	\$44,793	\$63,520	510 SALARIES	\$65,000	\$65,000	\$65,000	1
2	\$0	\$0	\$4,600	520 EXTRA HELP	\$3,800	\$3,800	\$3,800	2
3	\$0	\$0	\$0	530 OVERTIME	\$0	\$0	\$0	3
4	\$31,309	\$32,017	\$39,240	540 BENEFITS	\$41,000	\$41,000	\$41,000	4
5	\$72,890	\$76,810	\$107,360	TOTAL PERSONNEL SERVICES	\$109,800	\$109,800	\$109,800	5
				Materials & Services				
6	\$5,986	\$6,455	\$30,000	649 MISC. SERVICE CONTRACTS	\$10,000	\$10,000	\$10,000	6
7	\$1,047	\$1,516	\$3,200	654 SHOP EXPENSES	\$4,200	\$4,200	\$4,200	7
8	\$0	\$0	\$6,200	655 GRAVEL/ASPHALT	\$7,000	\$7,000	\$7,000	8
9	\$12,483	\$17,500	\$18,200	656 CHLORINE/SODA ASH	\$19,500	\$19,500	\$19,500	9
10	\$3,814	\$4,315	\$7,800	657 WATER SAMPLE ANALYSIS	\$7,600	\$7,600	\$7,600	10
11	\$56,744	\$37,497	\$60,000	658 SYSTEM REPAIRS	\$85,000	\$85,000	\$85,000	11
12	\$0	\$0	\$0	659 MISC. EXPENSE REIMBURSE [Moved to 654]	\$0	\$0	\$0	12
13	\$3,315	\$2,951	\$5,500	661 PETROLEUM PRODUCTS	\$5,500	\$5,500	\$5,500	13
14	\$22,337	\$23,513	\$38,000	691 ELECTRICITY	\$38,000	\$38,000	\$38,000	14
15	\$408	\$490	\$2,600	710 VEHICLES	\$2,600	\$2,600	\$2,600	15
16	\$285	\$1,307	\$2,000	720 BUILDINGS & GROUNDS	\$2,000	\$2,000	\$2,000	16
17	\$5,083	\$998	\$5,500	730 EQUIPMENT & CLOTHING	\$5,500	\$5,500	\$5,500	17
18	\$0	\$253	\$500	740 CELL	\$1,200	\$1,200	\$1,200	18
19	\$111,502	\$96,795	\$179,500	TOTAL MATERIALS & SERVICES	\$188,100	\$188,100	\$188,100	19
20	\$0	\$200	\$456,000	805 WATER LINE INSTALLATIONS	\$225,000	\$225,000	\$225,000	20
21	\$0		\$0	872 PUBLIC WORKS EQUIPMENT	\$0	\$0	\$0	21
23	\$0	\$0	\$0	802.003 (NEW) ELECTRICAL UPGRADES (PLC)	\$0	\$0	\$0	23
24	\$0		\$20,000	802 WATER SYSTEMS	\$130,000	\$130,000	\$130,000	24
25	\$746	\$0	\$5,000	872 EQUIPMENT NEW & REPLACEMENT	\$5,000	\$5,000	\$5,000	25
				Capital Outlay				
26	\$746	\$200	\$481,000	TOTAL CAPITAL OUTLAY	\$360,000	\$360,000	\$360,000	26
27	\$0	\$0	\$84,000	950 GENERAL OPERATING CONTINGENCY	\$42,500	\$42,500	\$42,500	27
28	\$185,138	\$173,805	\$851,860	TOTAL EXPENDITURES (200.060)	\$700,400	\$700,400	\$700,400	28

City of Brownsville

**INCLUSIVE - WATER
(200-000)**



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	Actual	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
1								1
2	\$179,121	\$243,085	\$475,870	ADMINISTRATION	\$356,150	\$356,150	\$356,150	2
3								3
4	\$185,138	\$173,805	\$851,860	OPERATIONS	\$700,400	\$700,400	\$700,400	4
5								5
				TRANSFERS				
6	\$0	\$0	\$0	908 TO COMMUNITY PROJECTS	\$0	\$0	\$0	6
7	\$0	\$0	\$0	905 TO BLDG & EQUIPMENT	\$0	\$0	\$0	7
8	\$0	\$0	\$0	550.000.904 TO WATER SYS. RESERVE	\$0	\$0	\$0	8
9	\$0		\$0	TOTAL TRANSFERS	\$0	\$0	\$0	9
10								10
11				CONTINGENCY				11
12								12
13								13
				RESOURCES BY FUND				
14	\$0	\$0	\$0	481 FROM SEWER				14
15	\$0	\$0	\$206,000	480 FROM GENERAL FUND ARPA				15
16	\$0	\$0		TOTAL TRANSFERS IN				16
17	\$364,259	\$416,890	\$1,415,650	TOTAL RESOURCES	\$1,126,400	\$1,126,400	\$1,126,400	17
18								18
19	\$364,259	\$416,890	\$1,327,730	TOTAL EXPENDITURES	\$1,056,550	\$1,056,550	\$1,056,550	19
20			\$87,920	975 UNAPPROPRIATED ENDING BALANCE	\$69,850	\$69,850	\$69,850	20
21	\$364,259	\$416,890	\$1,415,650	TOTAL REQUIREMENTS	\$1,126,400	\$1,126,400	\$1,126,400	21

RESOURCES
Sewer Fund
(210-000)



	Historical Data			RESOURCE DESCRIPTION	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
1	\$818,198	\$391,024	\$525,300	411 BEGINNING FUND BALANCE	\$675,000	\$675,000	\$675,000	1
2	\$4,841	\$28,042	\$5,200	414 INTEREST	\$8,500	\$8,500	\$8,500	2
3								3
				OTHER RESOURCES				
4	\$405,748	\$455,755	\$423,390	465 SEWER RECEIPTS	\$436,000	\$436,000	\$436,000	4
5	\$3,610	\$310	\$3,600	466 SEWER CONNECTION FEES	\$3,200	\$3,200	\$3,200	5
6	\$0	\$0	\$100	467 MISCELLANEOUS	\$100	\$100	\$100	6
7								7
				TRANSFERS				
8	\$0	\$0	\$0	IN [2019: 500.000.000 Buildings & Equip.]	\$0	\$0	\$0	8
9	\$0	\$0	\$0	OUT (WATER)	\$0	\$0	\$0	9
10	\$1,232,397	\$875,131	\$957,590	Total Resources No Taxes	\$1,122,800	\$1,122,800	\$1,122,800	10
11	\$1,232,397	\$875,131	\$957,590	TOTAL RESOURCES	\$1,122,800	\$1,122,800	\$1,122,800	11



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	Actual	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				Personnel Services				
1	\$67,401	\$76,751	\$101,860	510 SALARIES	\$106,000	\$106,000	\$106,000	1
2	\$41,091	\$45,363	\$70,850	540 BENEFITS	\$70,000	\$70,000	\$70,000	2
3	\$108,492	\$122,114	\$172,710	TOTAL PERSONNEL SERVICES	\$176,000	\$176,000	\$176,000	3
				Materials & Services				
4	\$1,496	\$212	\$1,800	615 PERMITS & ANNUAL FEES	\$1,800	\$1,800	\$1,800	4
5	\$116	\$0	\$1,500	616 REFUNDS & REIMBURSE	\$1,500	\$1,500	\$1,500	5
6	\$0	\$0	\$350	625 BIDS	\$350	\$350	\$350	6
7	\$480	\$407	\$3,800	627 LEGAL	\$2,600	\$2,600	\$2,600	7
8	\$31,747	\$8,825	\$60,000	635 ENGINEER	\$60,000	\$60,000	\$60,000	8
9	\$3,256	\$1,881	\$6,500	639 MISC. SERVICE CONTRACTS ▲	\$26,500	\$26,500	\$26,500	9
10	\$0	\$0	\$500	659 MISC. [*]	\$500	\$500	\$500	10
11	\$3,701	\$5,260	\$5,000	665 OFFICE SUPPLIES [+ 668] ▲	\$6,750	\$6,750	\$6,750	11
12	\$1,200	\$2,400	\$2,800	666 COMPUTER SOFTWARE & HARDWARE	\$3,200	\$3,200	\$3,200	12
13	\$2,015	\$2,859	\$3,200	667 POSTAGE	\$3,600	\$3,600	\$3,600	13
14	\$0	\$0	\$0	668 COPIER SUPPLIES [2019: To 665]	\$0	\$0	\$0	14
15	\$63	\$167	\$300	671 DUES	\$300	\$300	\$300	15
16	\$638	\$209	\$1,200	674 CONFERENCES	\$1,200	\$1,200	\$1,200	16
17	\$423	\$260	\$1,500	676 EDUCATION	\$1,500	\$1,500	\$1,500	17
18	\$0	\$0	\$500	679 PERSONNEL ▲	\$600	\$600	\$600	18
19	\$22,279	\$23,999	\$53,000	681 INSURANCE (CIS)	\$45,000	\$45,000	\$45,000	19
20	\$4,293	\$4,203	\$6,000	693 TELEPHONE, INTERNET & CELL PHONES	\$6,500	\$6,500	\$6,500	20
21	\$0	\$1,071	\$1,200	730 EQUIPMENT	\$1,200	\$1,200	\$1,200	21
22	\$71,707	\$51,753	\$149,150	TOTAL MATERIALS & SERVICES	\$163,100	\$163,100	\$163,100	22
23	\$90	\$1,486	\$1,500	873 OFFICE EQUIPMENT	\$500	\$500	\$500	23
24	\$230	\$0	\$1,500	865 OFFICE FURNITURE	\$1,500	\$1,500	\$1,500	24
25	\$1,193	\$0	\$0	833 SOFTWARE	\$0	\$0	\$0	25
26	\$0	\$0	\$5,000	803 SEWER SYSTEM FACILITY PLAN	\$5,000	\$5,000	\$5,000	26
				Capital Outlay				
27	\$1,513	\$1,486	\$8,000	TOTAL CAPITAL OUTLAY	\$7,000	\$7,000	\$7,000	27
28			\$49,470	950 GENERAL OPERATING CONTINGENCY	\$35,000	\$35,000	\$35,000	28
29	\$181,712	\$175,353	\$379,330	TOTAL EXPENDITURES (210.010)	\$381,100	\$381,100	\$381,100	29

REQUIREMENTS SUMMARY
Sewer Fund: Sewer Operations (210-060)



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	2021-2022	2022-2023			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Personnel Services				
1	\$27,721	\$29,862	\$47,680	510 SALARIES	\$50,000	\$50,000	\$50,000	1
2	\$0	\$0	\$3,200	520 EXTRA HELP	\$3,200	\$3,200	\$3,200	2
3	\$0	\$0	\$0	530 OVERTIME	\$0	\$0	\$0	3
4	\$20,873	\$19,548	\$28,770	540 BENEFITS	\$31,500	\$31,500	\$31,500	4
5	\$48,594	\$49,410	\$79,650	TOTAL PERSONNEL SERVICES	\$84,700	\$84,700	\$84,700	5
6				Materials & Services				6
7	\$6,018	\$5,542	\$24,800	649 MISC. SERVICE CONTRACTS ▲	\$7,500	\$7,500	\$7,500	7
8	\$1,047	\$1,516	\$2,500	654 SHOP EXPENSE	\$3,500	\$3,500	\$3,500	8
9	\$0	\$0	\$5,000	655 GRAVEL/ASPHALT	\$5,000	\$5,000	\$5,000	9
10	\$19,011	\$22,858	\$23,500	656 CHLORINE	\$27,000	\$27,000	\$27,000	10
11	\$13,149	\$14,233	\$18,000	657 SEWER SAMPLE ANALYSIS	\$18,500	\$18,500	\$18,500	11
12	\$7,324	\$6,827	\$50,000	658 SYSTEM REPAIRS	\$30,000	\$30,000	\$30,000	12
13	\$0	\$0	\$0	659 MISC. OPERATING EXPENSE ▲ [Moved to 65	\$0	\$0	\$0	13
14	\$3,315	\$2,951	\$5,800	661 PETROLEUM PRODUCTS	\$5,800	\$5,800	\$5,800	14
15	\$0	\$0	\$500	669 MISC. EXPENSE REIMBURSE ▲	\$500	\$500	\$500	15
16	\$9,611	\$10,221	\$16,500	691 ELECTRICITY	\$17,000	\$17,000	\$17,000	16
17	\$408	\$490	\$2,800	710 VEHICLES	\$2,800	\$2,800	\$2,800	17
18	\$285	\$1,089	\$2,400	720 BUILDINGS & GROUNDS	\$2,800	\$2,800	\$2,800	18
19	\$5,083	\$998	\$6,200	730 EQUIPMENT & CLOTHING	\$5,200	\$5,200	\$5,200	19
20	\$0	\$253	\$300	740 CELL	\$800	\$800	\$800	20
21	\$0	\$0	\$4,000	731 EQUIPMENT REPLACEMENT	\$4,000	\$4,000	\$4,000	21
22	\$65,251	\$66,978	\$162,300	TOTAL MATERIALS & SERVICES	\$130,400	\$130,400	\$130,400	22
23	\$746	\$709	\$5,000	873 EQUIPMENT ▲	\$5,000	\$5,000	\$5,000	23
24	\$0	\$0	\$0	853 TOOLS	\$2,500	\$2,500	\$2,500	24
25	\$545,070	\$0	\$25,000	803 SEWER SYSTEM	\$75,000	\$75,000	\$75,000	25
				Capital Outlay				
26	\$545,816	\$709	\$30,000	TOTAL CAPITAL OUTLAY	\$82,500	\$82,500	\$82,500	26
27	\$0	\$0	\$40,790	950 General Operating Contingency	\$30,000	\$30,000	\$30,000	27
28	\$659,661	\$117,097	\$312,740	TOTAL EXPENDITURES (210.060)	\$327,600	\$327,600	\$327,600	28



	Historical Data		Adopted Budget This Year 2023-2024	EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	Actual	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
1								1
2	\$181,712	\$175,353	\$395,893	ADMINISTRATION	\$381,100	\$381,100	\$381,100	2
3								3
4	\$659,661	\$117,097	\$312,740	OPERATIONS	\$327,600	\$327,600	\$327,600	4
5								5
6								6
7				TRANSFERS				7
8	\$0	\$0	\$0	905 TO BLDG & EQUIPMENT	\$0	\$0	\$0	8
9	\$0	\$0	\$0	908 TO COMMUNITY PROJECTS	\$0	\$0	\$0	9
10	\$0	\$0	\$0	485 TO STREET	\$0	\$0	\$0	10
11	\$0	\$0	\$0	911 TO WATER FUND	\$0	\$0	\$0	11
12	\$0	\$0	\$0	TOTAL TRANSFERS	\$0	\$0	\$0	12
13								13
14				CONTINGENCY				14
15								15
16				RESOURCES				16
17	\$1,232,397	\$0	\$0	SEWER				17
18								18
19								19
20	\$1,232,397	\$0	\$957,590	TOTAL RESOURCES	\$1,122,800	\$1,122,800	\$1,122,800	20
21								21
22	\$841,373	\$292,450	\$708,633	TOTAL EXPENDITURES	\$708,700	\$708,700	\$708,700	22
23	\$391,024	\$582,681	\$248,958	975 UNAPPROPRIATED ENDING FUND BAL.	\$414,100	\$414,100	\$414,100	23
24	\$1,232,397	\$875,131	\$957,591	TOTAL REQUIREMENTS	\$1,122,800	\$1,122,800	\$1,122,800	24

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Streets & Drainage Fund (300-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$202,358	\$196,834	\$172,585	411 BEGINNING CASH BALANCE	\$185,000	\$185,000	\$185,000	1
2	\$1,446	\$8,377	\$3,200	414 INTEREST	\$5,500	\$5,500	\$5,500	2
3								3
				OTHER RESOURCES				
4	\$123,720	\$147,263	\$120,000	424 STATE HWY ALLOCATION	\$155,000	\$155,000	\$155,000	4
5	\$59,094	\$66,454	\$55,000	433 PACIFICORP FRANCHISE FEE	\$65,000	\$65,000	\$65,000	5
6	\$0	\$0	\$150	456 MISCELLANEOUS	\$150	\$150	\$150	6
7								7
				TRANSFER				
8	-\$1,800	-\$1,800	(\$1,800)	901 TO BIKEWAY	(\$1,800)	(\$1,800)	(\$1,800)	8
9								9
10	\$384,818	\$417,128	\$349,135	TOTAL RESOURCES NO TAXES	\$408,850	\$408,850	\$408,850	10
11	\$384,818	\$417,128	\$349,135	TOTAL REQUIREMENTS	\$408,850	\$408,850	\$408,850	11

**FORM
LB-30**

REQUIREMENTS SUMMARY
Street Fund: Streets & Drainage (300-000)



	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget		Proposed By	Approved By	Adopted By	
	2021-2022	2022-2023	This Year 2024 2023					
				Personnel Services				
1	\$77,423	\$86,223	\$107,800	510 SALARIES	\$110,000	\$110,000	\$110,000	1
2	\$50,111	\$52,586	\$71,940	540 BENEFITS	\$75,000	\$75,000	\$75,000	2
3	\$127,534	\$138,809	\$179,740	TOTAL PERSONNEL SERVICES	\$185,000	\$185,000	\$185,000	3
				Materials & Services				
4	\$0	\$0	\$500	635 ENGINEER	\$500	\$500	\$500	4
5	\$7,200	\$7,200	\$12,500	642 STREET SWEEPING & GRADING	\$12,500	\$12,500	\$12,500	5
6	\$2,670	\$1,652	\$5,000	649 MISC. SERVICE CONTRACTS ▲	\$5,000	\$5,000	\$5,000	6
7	\$1,720	\$2,363	\$4,000	654 SHOP EXPENSES	\$5,500	\$5,500	\$5,500	7
8	\$4,150	\$4,100	\$10,500	655 GRAVEL/ASPHALT	\$12,000	\$12,000	\$12,000	8
9	\$13,801	\$18,135	\$18,500	658 STRIPING & PAINTING	\$22,500	\$22,500	\$22,500	9
10	\$0	\$0	\$0	659 MISC. OPERATING EXPENSES ▲ [Moved to 654]	\$0	\$0	\$0	10
11	\$0	\$0	\$6,500	661 PETROLEUM PRODUCTS	\$4,500	\$4,500	\$4,500	11
12	\$49	\$0	\$500	669 MISC. EXPENSE REIMBURSE ▲	\$500	\$500	\$500	12
13	\$0	\$0	\$500	676 EDUCATION	\$500	\$500	\$500	13
14	\$22,661	\$26,399	\$38,500	691 ELECTRICITY (Mill Race)	\$42,500	\$42,500	\$42,500	14
15	\$408	\$490	\$3,200	710 VEHICLES	\$3,200	\$3,200	\$3,200	15
16	\$942	\$1,289	\$4,800	730 EQUIPMENT & CLOTHING	\$4,800	\$4,800	\$4,800	16
17	\$0	\$99	\$300	740 CELL	\$800	\$800	\$800	17
18	\$0	\$0	\$1,250	731 EQUIPMENT REPLACEMENT	\$1,000	\$1,000	\$1,000	18
19	\$53,601	\$61,727	\$106,550	TOTAL MATERIALS & SERVICES	\$115,800	\$115,800	\$115,800	19
				Capital Outlay				
20	\$2,054	\$0	\$3,500	848 EQUIPMENT [2019: SIGNS & PICKUP]	\$7,500	\$7,500	\$7,500	20
21	\$0	\$0	\$40,000	875 [2011: MILL RACE PUMPS]	\$40,000	\$40,000	\$40,000	21
				Systems				
22	\$4,796	\$15,428	\$10,000	804 STREETS	\$15,000	\$15,000	\$15,000	22
23	\$0	\$0	\$3,000	807 SIDEWALKS & PATHS	\$5,000	\$5,000	\$5,000	23
24	\$6,850	\$15,428	\$56,500	TOTAL CAPITAL OUTLAY	\$67,500	\$67,500	\$67,500	24
				Transfers				
25	\$1,800	\$1,800	\$1,800	901 TO BIKEWAY/FOOTPATH FUND	\$1,800	\$1,800	\$1,800	25
26	\$189,785	\$215,964	\$344,590	TOTAL EXPENDITURES	\$370,100	\$370,100	\$370,100	26
27			\$0	950 GENERAL OPERATING CONTINGENCY	\$0	\$0	\$0	27
28			\$4,545	975 UNAPPROPRIATED ENDING FUND BALANCE	\$38,750	\$38,750	\$38,750	28
29	\$189,785	\$217,764	\$349,135	TOTAL REQUIREMENTS	\$408,850	\$408,850	\$408,850	29

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Debt Service Fund (400-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$0	\$0	\$0	BEGINNING CASH BALANCE	\$60,000	\$60,000	\$60,000	1
2	\$0	\$0	\$0	PRIOR TAXES	\$0	\$0	\$0	2
3	\$0	\$0	\$0	INTEREST	\$0	\$0	\$0	3
4								4
5	\$0	\$0	\$0	Total Resource Except Taxes to be Levied				5
6								6
7	\$0	\$0		TAXES COLLECTED IN YEAR LEVIED				7
8	\$0	\$0	\$0	TOTAL RESOURCES	\$60,000	\$60,000	\$60,000	8
9				RCRP GAP FINANCING				9
10	\$0	\$0	\$0	REQUIREMENTS				10
11				PRINCIPAL				11
12				898.000 RCRP GAP [Principal]	\$28,896	\$28,896	\$28,896	12
13				Issue Date: 06.2023 Payment Date: 6.2024				13
14	\$0	\$0	\$0	TOTAL PRINCIPAL	\$28,896	\$28,896	\$28,896	14
				INTEREST				15
16				899.000 RCRP GAP [Interest]	\$29,102	\$29,102	\$29,102	16
17				Issue Date: 06.2023 Payment Date: 6.2024				17
18				TOTAL INTEREST	\$29,102	\$29,102	\$29,102	18
19				900.000 Bond Payment Buffer	\$2,002	\$2,002	\$2,002	19
20	\$0	\$0	\$0	TOTAL APPROPRIATED	\$60,000	\$60,000	\$60,000	20
21	\$0	\$0	\$0	UNAPPROPRIATED ENDING FUND BALANACE	\$0	\$0	\$0	21
22	\$0	\$0	\$0	TOTAL REQUIREMENTS	\$60,000	\$60,000	\$60,000	22

**BONDED DEBT
Resources & Requirements**



General Obligation Bonds

**WATER BOND FUND
(450-000)**

	Historical Data		Adopted Budget This Year 2023-2024	DESCRIPTION OF RESOURCES & REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	2021-2022	2022-2023						
				Resources				
1	\$152,122	\$106,840	\$60,440	411 BEGINNING CASH BALANCE	\$15,000	\$15,000	\$15,000	1
2	\$0	\$0	\$650	413 PRIOR TAXES	\$200	\$200	\$200	2
3	\$966	\$5,594	\$900	414 INTEREST	\$200	\$200	\$200	3
4								4
5	\$153,088	\$112,434	\$61,990	Total Resources Except Taxes to be Levied	\$15,400	\$15,400	\$15,400	5
6			\$0	TAXES NECESSARY TO BALANCE	\$35,000	\$35,000	\$35,000	6
7								7
8	\$0	\$112,434	\$61,990	TOTAL RESOURCES				8
				Requirements				
				BOND PRINCIPLE PAYMENT				
9				898.000 2016 G.O. REFUNDING	\$20,580	\$20,580	\$20,580	9
10	\$18,451	\$19,161	\$19,870	Refunded: 09.14.2016; Payments: 08.01 & 02.01				10
11	\$18,451	\$19,161	\$19,870	TOTAL PRINCIPAL	\$20,580	\$20,580	\$20,580	11
12								12
				BOND INTEREST PAYMENT				
13				899.000 2016 G.O. REFUNDING	\$25,739	\$25,739	\$25,739	13
14	\$27,797	\$27,233	\$26,548	Refunded: 09.14.2016; Payments: 08.01 & 02.01				14
15	\$27,797	\$27,233	\$26,548	TOTAL INTEREST	\$25,739	\$25,739	\$25,739	15
16				900.000 Bond Payment Buffer [NEW]	\$20	\$20	\$20	16
				UNAPPROPRIATED BALANCE FOR NEXT YEAR				
17								17
18	\$46,248	\$46,394	\$46,460	TOTAL APPROPRIATED	\$46,339	\$46,339	\$46,339	18
19			\$15,530	975 UNAPPROPRIATED ENDING FUND BALANCE	\$4,061	\$4,061	\$4,061	19
20	\$46,248	\$46,394	\$61,990	TOTAL REQUIREMENTS	\$50,400	\$50,400	\$50,400	20

**BONDED DEBT
Resources & Requirements**



General Obligation Bonds

**SEWER BOND FUND
(460-000)**

	Historical Data		Adopted Budget This Year 2023-2024	DESCRIPTION OF RESOURCES & REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	2021-2022	2022-2023						
				Resources				
1	\$246,901	\$224,126	\$131,500	411 BEGINNING CASH BALANCE	\$170,000	\$170,000	\$170,000	1
2	\$130,960	\$207,188	\$175,000	412 CURRENT TAXES	\$175,000	\$175,000	\$175,000	2
3	\$3,345	\$6,572	\$500	413 PRIOR TAXES	\$3,200	\$3,200	\$3,200	3
4	\$2,402	\$13,915	\$2,000	414 INTEREST	\$4,500	\$4,500	\$4,500	4
6	\$140,209	\$147,012	\$135,000	469 DEBT SERVICE FEES (Collected Monthly)	\$140,000	\$140,000	\$140,000	6
7	\$523,817	\$598,813	\$444,000	Total Resources Except Taxes to be Levied	\$492,700	\$492,700	\$492,700	7
8			\$175,000	TAXES NECESSARY TO BALANCE	\$175,000	\$175,000	\$175,000	8
9								9
10	\$523,817	\$598,813	\$444,000	TOTAL RESOURCES	\$492,700	\$492,700	\$492,700	10
				Requirements				
				Bond Principal Payments				
13				898.000 2016 G.O. REFUNDING	\$124,420	\$124,420	\$124,420	13
14	\$111,549	\$115,839	\$120,130	Refunded: 09.14.2016; Payments: 08.01 & 02.01				14
15	\$15,676	\$15,103	\$15,540	898.003 GCC Series [21] [RENAME]	\$16,453	\$16,453	\$16,453	15
16				Issue Date: 02.2021 Payment Date: 12.2021				16
17	\$127,225	\$130,942	\$135,670	TOTAL PRINCIPAL	\$140,873	\$140,873	\$140,873	17
				Bond Interest Payments				
18				899.000 2016 G.O. REFUNDING	\$155,611	\$155,611	\$155,611	18
19	\$168,053	\$164,642	\$160,502	Refunded: 09.14.2016; Payments: 08.01 & 02.01				19
20	\$4,413	\$4,986	\$4,549	899.003 GCC Series [21] [RENAME] [NEW]	\$3,637	\$3,637	\$3,637	20
21				Issue Date: 02.2021 Payment Date: 12.2021				21
22	\$172,466	\$169,628	\$165,051	TOTAL INTEREST	\$159,248	\$159,248	\$159,248	22
23			\$49	900.000 Bond Payment Buffer [NEW]	\$40	\$40	\$40	23
24	\$299,691	\$300,570	\$300,721	TOTAL ANNUAL PAYMENT	\$300,161	\$300,161	\$300,161	24
25	\$299,691	\$300,570	\$300,770	TOTAL APPROPRIATED	\$300,161	\$300,161	\$300,161	25
26			\$143,230	975 UNAPPROPRIATED ENDING FUND BALANCE	\$192,539	\$192,539	\$192,539	26
27	\$299,691	\$300,570	\$444,000	TOTAL REQUIREMENTS	\$492,700	\$492,700	\$492,700	27

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Buildings & Equipment Fund (500-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				Resources				
1	\$220,304	\$181,708	\$186,000	411 BEGINNING CASH BALANCE	\$189,000	\$189,000	\$189,000	1
2	\$1,404	\$8,134	\$2,800	414 INTEREST	\$2,600	\$2,600	\$2,600	2
				TRANSFERS FROM/TO OTHER FUNDS				
3	\$0	\$0	\$0	465 TO WATER [*20 465]	\$0	\$0	\$0	3
4	\$0	\$0	\$0	482 FROM WATER FUND	\$0	\$0	\$0	4
5	\$0	\$0	\$0	481 FROM SEWER FUND	\$0	\$0	\$0	5
6	\$0	\$0	\$0	480 FROM GENERAL FUND	\$0	\$0	\$0	6
7	-\$40,000	\$0	\$0	920 TO SEWER FUND	\$0	\$0	\$0	7
8	\$181,708	\$189,842	\$188,800	Total Resources	\$191,600	\$191,600	\$191,600	8
9								9
10								10
11	\$181,708	\$189,842	\$188,800	TOTAL RESOURCES	\$191,600	\$191,600	\$191,600	11
				REQUIREMENTS				
				Capital Outlay				
12	\$0	\$0	\$150,000	848.001 VEHICLE ACQ. VACTOR GRADER	\$165,000	\$165,000	\$165,000	12
13	\$0	\$0	\$150,000	TOTAL CAPITAL OUTLAY	\$165,000	\$165,000	\$165,000	13
14	\$0	\$0	\$0	848 VEHICLE REPLACEMENT	\$0	\$0	\$0	14
15			\$150,000	TOTAL APPROPRIATED	\$165,000	\$165,000	\$165,000	15
16			\$38,800	975 UNAPPROPRIATED ENDING FUND BALANCE	\$26,600	\$26,600	\$26,600	16
17	\$181,708	\$189,842	\$188,800	TOTAL REQUIREMENTS (500.000)	\$191,600	\$191,600	\$191,600	17

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Water System Reserve Fund (550-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$127,763	\$151,396	\$151,300	411 BEGINNING CASH BALANCE	\$178,500	\$178,500	\$178,500	1
2								2
3	\$674	\$3,905	\$1,500	414 INTEREST	\$500	\$500	\$500	3
4	\$22,959	\$24,076	\$22,500	470 WATER C.I. FEES (Monthly Fee) [NEW '19]	\$25,000	\$25,000	\$25,000	4
5	\$0	\$0	\$0	482 TRANSFERS WATER FUND (IN) [NEW]	\$0	\$0	\$0	5
6	\$0	\$0	\$0	483 TRANSFERS WATER FUND (OUT)	\$0	\$0	\$0	6
7	\$151,396	\$179,377	\$175,300	Total Resources	\$204,000	\$204,000	\$204,000	7
8								8
9	\$151,396	\$179,377	\$175,300	TOTAL RESOURCES	\$204,000	\$204,000	\$204,000	9
				REQUIREMENTS				
10	\$0	\$0	\$150,000	805 WATER SYSTEM UPGRADE [NEW 2019]	\$204,000	\$204,000	\$204,000	10
				RESERVE FUNDS				
11	\$0	\$0	\$0	802 FUTURE SYSTEMS (Water C.I. Fee)	\$0	\$0	\$0	11
12	\$0	\$0	\$150,000	TOTAL APPROPRIATED	\$204,000	\$204,000	\$204,000	12
13	\$0	\$0	\$25,300	975 UNAPPROPRIATED ENDING FUND BALANCE	\$0	\$0	\$0	13
14	\$151,396	\$179,377	\$175,300	TOTAL REQUIREMENTS (550.000)	\$204,000	\$204,000	\$204,000	14

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Housing Rehabilitation Fund (600-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$219,101	\$220,503	\$220,500	411 BEGINNING CASH BALANCE	\$228,500	\$228,500	\$228,500	1
2	\$1,402	\$8,120	\$1,500	414 INTEREST	\$2,600	\$2,600	\$2,600	2
3				TRANSFERS FROM OTHER FUNDS				3
4								4
6	\$220,503	\$228,623	\$222,000	Total Resources Except Taxes to be Levied	\$231,100	\$231,100	\$231,100	6
7								7
8	\$220,503	\$228,623	\$222,000	TOTAL RESOURCES	\$231,100	\$231,100	\$231,100	8
				TRANSFER				
9	\$0	\$0	\$0	905 TO BUILDING & EQUIPMENT	\$0	\$0	\$0	9
10	\$0	\$0	\$0	908 TO COMMUNITY PROJECTS FUND	\$0	\$0	\$0	10
11	\$0	\$0	\$0	909 TO STREET FUND	\$0	\$0	\$0	11
12	\$220,503	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0	12
13			\$222,000	975 UNAPPROPRIATED ENDING FUND BALANCE	\$231,100	\$231,100	\$231,100	13
14	\$220,503	\$228,623	\$222,000	TOTAL REQUIREMENTS (600.000)	\$231,100	\$231,000	\$231,000	14

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Water SDC Reserve Fund (700-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$147,548	\$223,460	\$223,460	411 BEGINNING CASH BALANCE	\$50,000	\$50,000	\$50,000	1
2	\$355	\$2,054	\$500	414 INTEREST	\$500	\$500	\$500	2
3	\$75,557	\$6,488	\$18,000	455 SYSTEMS DEVELOPMENT CHARGES	\$12,000	\$12,000	\$12,000	3
4	\$223,460	\$232,002	\$241,960	Total Resources Except Taxes to be Levied	\$62,500	\$62,500	\$62,500	4
5								5
6	\$223,460	\$232,002	\$241,960	TOTAL RESOURCES	\$62,500	\$62,500	\$62,500	6
				REQUIREMENTS				
				CAPITAL OUTLAY				
7	\$0	\$0	\$200,000	802 WATER SYSTEM UPGRADES	\$0	\$0	\$0	7
8	\$0	\$0	\$200,000	TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	8
9				TRANSFERS				9
10	\$0	\$0	\$200,000	TOTAL APPROPRIATED	\$0	\$0	\$0	10
11			\$41,960	975 UNAPPROPRIATED ENDING FUND BALANCE	\$62,500	\$62,500	\$62,500	11
12	\$223,460	\$232,002	\$241,960	TOTAL REQUIREMENTS	\$62,500	\$62,500	\$62,500	12

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Sewer SDC Reserve Fund (720-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$546,937	\$736,059	\$736,000	411 BEGINNING CASH BALANCE	\$768,500	\$768,500	\$768,500	1
2	\$2,846	\$16,481	\$2,500	414 INTEREST	\$5,000	\$5,000	\$5,000	2
3	\$186,276	\$15,996	\$20,000	455 SYSTEMS DEVELOPMENT CHARGES	\$20,000	\$20,000	\$20,000	3
4								4
				TRANSFERS				
5								5
6	\$736,059	\$768,536	\$758,500	Total Resources Except Taxes to be Levied	\$793,500	\$793,500	\$793,500	6
7								7
8	\$736,059	\$768,536	\$758,500	TOTAL RESOURCES	\$793,500	\$793,500	\$793,500	8
				RESERVE				
9	\$120,000	\$0	\$400,000	500 EMERGENCY PROJECT [New]	\$500,000	\$500,000	\$500,000	9
10								10
				TRANSFER				
11	\$0	\$0	\$0	TO SEWER CONSTRUCTION	\$0	\$0	\$0	11
12	\$120,000	\$0	\$400,000	TOTAL APPROPRIATED	\$500,000	\$500,000	\$500,000	12
13			\$358,500	975 UNAPPROPRIATED ENDING FUND BALANCE	\$293,500	\$293,500	\$293,500	13
14	\$736,059	\$768,536	\$758,500	TOTAL REQUIREMENTS (720.000)	\$793,500	\$793,500	\$793,500	14

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Stormwater SDC Fund (730-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$199,993	\$271,775	\$271,775	411 BEGINNING CASH BALANCE	\$282,000	\$282,000	\$282,000	1
2	\$737	\$4,271	\$800	414 INTEREST	\$1,200	\$1,200	\$1,200	2
3	\$71,045	\$6,101	\$5,000	455 STORMWATER SDC's	\$7,800	\$7,800	\$7,800	3
4								4
				TRANSFERS				
5								5
6	\$271,775	\$282,147	\$277,575	Total Resources Except Taxes to be Levied	\$291,000	\$291,000	\$291,000	6
7								7
8	\$271,775	\$282,147	\$277,575	TOTAL RESOURCES	\$291,900	\$291,900	\$291,900	8
9								9
				REQUIREMENTS				
				MATERIAL & SERVICES				
10								10
				CAPITAL OUTLAY				
11	\$0	\$0	\$200,000	802 EXP Account ['21]	\$250,000	\$250,000	\$250,000	11
12				TRANSFER				12
13	\$0	\$0	\$200,000	TOTAL APPROPRIATED	\$250,000	\$250,000	\$250,000	13
14			\$77,575	975 UNAPPROPRIATED ENDING FUND BAL.	\$41,900	\$41,900	\$41,900	14
15	\$271,775	\$282,147	\$277,575	TOTAL REQUIREMENTS (730.000)	\$291,900	\$291,900	\$291,900	15

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Bikeway/Footpath Fund (750-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$58,070	\$61,531	\$61,530	411 BEGINNING CASH BALANCE	\$66,770	\$66,770	\$66,770	1
2	\$352	\$2,040	\$400	414 INTEREST	\$500	\$500	\$500	2
3	\$1,309	\$1,399	\$0	456 MISCELLANEOUS/DONATIONS	\$0	\$0	\$0	3
4				TRANSFERS				4
5	\$1,800	\$1,800	\$1,800	485 FROM STREET FUND	\$1,800	\$1,800	\$1,800	5
6								6
7	\$61,531	\$66,770	\$63,730	Total Resources Except Taxes to be Levied	\$69,070	\$69,070	\$69,070	7
8								8
9	\$61,531	\$66,770	\$63,730	TOTAL RESOURCES	\$69,070	\$69,070	\$69,070	9
10				REQUIREMENTS				10
				CAPITAL OUTLAY				
11	\$0	\$0	\$0	SIDEWALKS/PATHS	\$0	\$0	\$0	11
12			\$0	TOTAL EXPENDITURES	\$0	\$0	\$0	12
13			\$63,730	975 UNAPPROPRIATED ENDING FUND BALANCE	\$69,070	\$69,070	\$69,070	13
14	\$61,531	\$66,770	\$63,730	TOTAL REQUIREMENTS	\$69,070	\$69,070	\$69,070	14

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Library Trust Fund (800-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$7,556	\$7,604	\$7,600	411 BEGINNING CASH BALANCE	\$7,880	\$7,880	\$7,880	1
2	\$48	\$280	\$50	414 INTEREST	\$40	\$40	\$40	2
3	\$0	\$0	\$0	TRANSFERS FROM GENERAL FUND	\$0	\$0	\$0	3
4	\$0	\$0	\$0	416 STATE LIBRARY GRANT	\$0	\$0	\$0	4
5	\$0	\$0	\$0	417 DONATIONS	\$0	\$0	\$0	5
6	\$0	\$0	\$0	418 MISCELLANEOUS/GRANTS	\$0	\$0	\$0	6
7	\$7,604	\$7,884	\$7,650	Total Resources Except Taxes to be Levied	\$7,920	\$7,920	\$7,920	7
8	\$7,604	\$7,884	\$7,650	TOTAL RESOURCES	\$7,920	\$7,920	\$7,920	8
9								9
				REQUIREMENTS				
				MATERIALS & SERVICES				
10	\$0	\$0	\$0	GRANTS, EARMARKS OR OTHER	\$0	\$0	\$0	10
11								11
				TRANSFER				
12								12
13	\$0	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0	13
14			\$7,650	975 UNAPPROPRIATED ENDING FUND BAL	\$7,920	\$7,920	\$7,920	14
15	\$7,604	\$7,884	\$7,650	TOTAL REQUIREMENTS (800.000)	\$7,920	\$7,920	\$7,920	15

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Cemetery Trust Fund (850-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$8,226	\$8,279	\$8,270	411 BEGINNING CASH BALANCE	\$96,342	\$96,342	\$96,342	1
2	\$0	\$0	\$750	451 LOT SALES	\$750	\$750	\$750	2
3	\$53	\$307	\$20	414 INTEREST	\$1,200	\$1,200	\$1,200	3
4	\$0	\$0	\$0	458 DONATIONS	\$0	\$0	\$0	4
5	\$0	\$0	\$0	TRANSFERS FROM OTHER FUNDS	\$0	\$0	\$0	5
6	\$8,279	\$8,586	\$9,040	Total Resources Except Taxes to be Levied	\$98,292	\$98,292	\$98,292	6
7								7
8	\$8,279	\$8,586	\$9,040	TOTAL RESOURCES	\$98,292	\$98,292	\$98,292	8
9								9
				REQUIREMENTS				
				CAPITAL OUTLAY				
10								10
			\$0	TRANSFERS (Out)	\$0	\$0	\$0	
11				659 MISC. [NEW]	\$35,000	\$35,000	\$35,000	11
12	\$0	\$0	\$0	TOTAL APPROPRIATED	\$35,000	\$35,000	\$35,000	12
13			\$9,040	975 UNAPPROPRIATED ENDING FUND BALANCE	\$63,292	\$63,292	\$63,292	13
14	\$8,279	\$8,586	\$9,040	TOTAL REQUIREMENTS (850.000)	\$98,292	\$98,292	\$98,292	14

**FORM
LB-10**

Repealed June '22

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Transient Room Tax (875-000)



	Historical Data		Adopted Budget This Year 2023-2024	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$1,395	\$4,123	\$0	411 BEGINNING CASH BALANCE	\$0	\$0	\$0	1
2	\$3,716	\$2,109	\$0	415 TRANSIENT ROOM TAX	\$0	\$0	\$0	2
3	\$12	\$68	\$0	414 INTEREST	\$0	\$0	\$0	3
4	\$0	\$0	\$0	TRANSFERS FROM OTHER FUNDS	\$0	\$0	\$0	4
5	\$5,123	\$6,300	\$0	Total Resources Except Taxes to be Levied	\$0	\$0	\$0	5
6	\$5,123	\$6,300	\$0	TOTAL RESOURCES	\$0	\$0	\$0	6
7								7
				REQUIREMENTS				
8	\$1,000	\$2,110	\$0	650 DISBURSEMENT [New 2017]	\$0	\$0	\$0	8
9			\$0	TRANSFER	\$0	\$0	\$0	9
10	\$1,000	\$2,110	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0	10
11			\$0	975 UNAPPROPRIATED ENDING FUND BALANCE	\$0	\$0	\$0	11
12	\$4,123	\$4,190	\$0	TOTAL REQUIREMENTS	\$0	\$0	\$0	12

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Sewer Improvements Construction Fund (905-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1				411 BEGINNING CASH BALANCE				1
2				414 INTEREST				2
3				Total Resources Except Taxes to be Levied				3
4				TOTAL RESOURCES				4
				REQUIREMENTS				
				MATERIAL & SERVICES				
5				<i>Transfers</i>				5
6				480 TO GENERAL FUND				6
7				905 TO BUILDINGS & EQUIPMENT				7
				CAPITAL OUTLAY				
8				803 CONSTRUCTION				8
9				LAND ACQUISITION				9
10				TOTAL APPROPRIATED				10
11				UNAPPROPRIATED ENDING FUND BALANCE				11
12				TOTAL REQUIREMENTS				12

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Land Acquisition Fund (911-000)



	Historical Data		Adopted Budget This Year 2023-2024	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				RESOURCES				
1	\$9,985	\$9,985	\$9,985	411 BEGINNING CASH BALANCE	\$9,985	\$9,985	\$9,985	1
2	\$0	\$0	\$0	413 PRIOR TAXES	\$0	\$0	\$0	2
3	\$0	\$0	\$0	414 INTEREST	\$0	\$0	\$0	3
4								4
5								5
6	\$9,985	\$9,985	\$9,985	Total Resources Except Taxes to be Levied	\$9,985	\$9,985	\$9,985	6
7								7
8	\$9,985	\$9,985	\$9,985	TOTAL RESOURCES	\$9,985	\$9,985	\$9,985	8
9								9
				REQUIREMENTS				
				MATERIAL & SERVICES				
10	\$0	\$0	\$0	APPRAISAL FEES & CLOSING COSTS				10
11								11
				CAPITAL OUTLAY				
12	\$0	\$0	\$9,985	882 LAND ACQUISITION ▲	\$9,985	\$9,985	\$9,985	12
				TRANSFER				
13								13
14	\$0	\$0	\$9,985	TOTAL APPROPRIATED	\$9,985	\$9,985	\$9,985	14
15			\$0	975 UNAPPROPRIATED ENDING FUND BALANCE	\$0	\$0	\$0	15
16	\$9,985	\$9,985	\$9,985	TOTAL REQUIREMENTS (911.000)	\$9,985	\$9,985	\$9,985	16

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Community Projects Fund (916-000)



	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2024-2025			
	Actual	Actual	Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2021-2022	2022-2023						
				Resources				
1	\$101,559	\$85,613	\$75,000	411 BEGINNING CASH BALANCE	\$46,000	\$46,000	\$46,000	1
2	\$916	\$5,308	\$250	414 INTEREST	\$200	\$200	\$200	2
3								3
				TRANSFERS FROM OTHER FUNDS				
4	\$0	\$0		482 FROM WATER FUND	\$0	\$0	\$0	4
5	\$0	\$0		481 FROM SEWER	\$0	\$0	\$0	5
6	\$0	\$0		480 FROM GENERAL FUND	\$30,000	\$30,000	\$30,000	6
7	\$102,475	\$90,921	\$75,250	Total Resources Except Taxes to be Levied	\$76,200	\$76,200	\$76,200	7
8								8
9								9
10	\$102,475	\$90,921	\$75,250	TOTAL RESOURCES	\$76,200	\$76,200	\$76,200	10
11								11
				REQUIREMENTS				
				Materials & Services				
12								12
13	\$2,725	\$1,795	\$20,000	639 MISC. BEAUTIFICATION ▲	\$20,000	\$20,000	\$20,000	13
14	\$2,725	\$1,795	\$20,000	TOTAL MATERIALS & SERVICES	\$20,000	\$20,000	\$20,000	14
				Capital Outlay				
15	\$4,990		\$25,000	812 BUILDING REPAIR - CITY HALL	\$15,000	\$15,000	\$15,000	15
16	\$5,150	\$8,750	\$10,500	806.002 TREE CITY USA SUPPORT	\$12,000	\$12,000	\$12,000	16
17	\$3,997	\$4,190	\$9,500	679 I.G. REQUESTS & CONTRIBUTIONS	\$10,000	\$10,000	\$10,000	17
18	\$14,137	\$12,940	\$45,000	TOTAL CAPITAL OUTLAY	\$37,000	\$37,000	\$37,000	18
19	\$16,862	\$14,735	\$65,000	TOTAL APPROPRIATED	\$57,000	\$57,000	\$57,000	19
20			\$10,250	975 UNAPPROPRIATED ENDING FUND BALANCE	\$19,200	\$19,200	\$19,200	20
21	\$102,475	\$76,186	\$75,250	TOTAL REQUIREMENTS (916.000)	\$76,200	\$76,200	\$76,200	21



Commissioners OK Enterprise Zone exemptions for ATI project

ALBANY — ATI in Millersburg is continuing to make multi-million-dollar investments in new equipment and plant modifications, the latest project totaling \$73.6 million, John Pascone of the Linn Economic Development Group told the Board of Commissioners Tuesday morning. As part of that expansion, ATI has asked for amendments to its Enterprise Zone Authorization, which delays property taxes on new equipment for three years. The regular property tax exemption is for three years and ATI asked that be extended to five years. Under the regular Enterprise Zone rules, the company would normally be required to increase its employee tally by 10%, but it has already added 65 employees since their last application was approved in April 2023. Rules allow the additional employment to be waived if the investment is more than \$25 million. The company employs more than 800 people.

ATI produces specialty metals used in a multitude of disciplines from medical equipment to airplanes and helicopters. It is a \$3 billion international company with more than 30 locations across the United States, Europe and Asia. Both exemptions were approved by Commissioners Roger Nyquist, Sherrie Sprenger and Will Tucker. In other business, the commissioners:

- Approved the following for the Sheriff's Office: Amended a contract for laundry services with Health's Laundry to provide for up to a 5% annual adjustment based on CPI-W; approved temporary work agreements with Sgt. Dusty Frenzel, Sgt. Brad Kelley, retired Captain Kevin Guilford; and accepted a \$15,000 grant extension from the Oregon Emergency Management Performance Grant to be used by the County's Emergency Management program.
- Approved the following for the Road Department: Approved a contract with River Bend Construction for \$232,338.50 to construct a turn lane on Seven Mile Lane; authorized closure at certain times of the Brownsville Main Street on June 21-22 for the community's annual Pioneer Picnic celebration; authorized the closure of First Avenue, SW Broadway, SW Linn Blvd. and Lyons Mill City Drive from noon to 1 p.m. on the 4th of July; approved a Broadway Street Maintenance Agreement with the City of Mill City.
- Approved the sealed bid sale of property at 284 9th St., Lyons to Shawn and Melony Raines for \$10,150. The single-family residential property did not sell at a recent public auction.
- Accepted a report concerning due diligence findings concerning a building known as the Seventh Street Medical Properties. The report was prepared by General Services staff and County Administrative Officer Darrin Lane said there were no surprises found concerning the buildings condition or needs. The 11,000-square-foot building was constructed in 1961 and was remodeled in 1993. The cost of the building and improvements will come from \$3.25 million in ARPA (American Rescue Plan Act) funding. About \$2.5 million will be used



to purchase the building and the remainder will be dedicated to repairs. Linn County Public Health will move some services into the building, including locating a 24-hour mental health crisis center there.

- Approved providing members of the Teamsters Union with a 3.3% Cost of Living Adjustment, matching other union-represented employees. The Teamsters Union contract was negotiated before the COVID-19 pandemic and recent period of high inflation.
- Appointed Roman Rojas to the Alcohol & Drug Planning Committee.
- Renewed a contract with DSW Capital to manage leasing opportunities for property owned by the county near the intermodal site in Millersburg. DSW Capital is paid when contracts are approved.

Announced there will be an Elected Officials meeting at noon Wednesday at the Linn County Fair & Expo Center.

Media contact: Alex Paul, Linn County Communications Officer, 541-967-3825 or email apaul@co.linn.or.us.

Posted 6-04-2024



Brownsville readies for busy summer of fun

BROWNSVILLE — Lots of fun things happen in the historic town of Brownsville every summer and two of them are sponsored by the Linn County Historical Museum — Stand By Me Day and Hands on History. The museum is operated and maintained by the Linn County Parks & Recreation Department.

The Pioneer Picnic Association manages the Linn County Pioneer Picnic and the Volunteer Firefighters host a pancake breakfast and fireworks display on the 4th of July. The Chamber of Commerce organizes a Citywide Garage Sale and the Brownsville Antique Show. First up is the Linn County Pioneer Picnic founded in 1887 and recognized as the longest continuously running celebration in Oregon. The event kicks off Friday, June 21, with the children’s parade down Main St. followed by the crowning of the court and an evening concert with the band “Pendleton Hwy”. Saturday starts early with the Pancake Breakfast in Pioneer Park before the big parade down Main Street and around town. Activities in the park follow through Sunday with music, food, vendors and games. More details can be found at pioneerpicnic.com.

July 4 opens with the annual Pancake breakfast hosted by the Brownsville Volunteer Fire Association in Pioneer Park from 8-11 a.m. In the evening you can return to the park for one of the more spectacular fireworks shows you will experience at dusk. To help support the fireworks show you can send donations to the Association at PO Box 189, Brownsville, OR 97327

The Citywide Yard Sale always includes loads of homes across town, be sure to mark your calendar for July 20 from 8 a.m. to 4 p.m. The Chamber of Commerce creates a map you can pick up anywhere in town and join hundreds of treasure seekers from all over to shop over 50 yard sales! Brownsvillechamber@gmail.org for info or to get your sale on the map

Next up is Stand By Me Day on Tuesday, July 23. Fans of this very special movie have the chance to walk the streets, hear the stories and rub shoulders with fans from all over the world, as well as eat lots of blueberry pie. Walking tours and the pie eating contest are always a highlight. The whole event takes place next to the Museum and along Park Avenue. Activities run from 11 a.m.-5 p.m. Check the website for information at linnmuseum.com or follow the Facebook page Linn County Historical Museum.

Then on August 3, head down to Pioneer Park for the annual Brownsville Antique Faire. There will be more than 70 vintage and antique vendors selling everything from furniture to collectibles. You'll also get to enjoy the car show, delicious food trucks and music.

Bringing the summer to a close is the extremely popular Hands on History event put on by the Museum Friends. The activities will take place on August 24 in Library Park next to the Linn County Historical Museum and along Park Ave. from 10 a.m.



to 4 p.m. This event features pioneer era activities, chores and skills that you can try your hand at, as well as music and stories of the Pioneers, the Black settlers and the Kalapuyan People. Follow the Linn County Historical Museum's Facebook and website (<https://linnparks.com/museums/linn-county-historical-museum/>) for more info, or call 541-466-3390. There is always something happening in Brownsville, the town that time forgot where you will always find a welcome.

Media contact: Alex Paul, Linn County Communications Officer, 541-967-3825 or email apaul@co.linn.or.us.

Posted 6-03-2024



Commissioners OK electronically amplified noise ordinance

ALBANY — After considerable discussion Tuesday morning, Linn County Commissioners Roger Nyquist, Sherrie Sprenger and Will Tucker unanimously approved an electronically amplified noise ordinance that will take effect in 90 days. The ordinance does not apply to noise from farming or other equipment, or from entities such as the Willamette Speedway. It focuses solely on sounds that have been amplified, such as music blaring from speakers at neighborhood parties or events. The ordinance encompasses properties within the county boundaries, but not individual cities, unless they have similar ordinances. For example, the Oregon Jamboree music festival is held in downtown Sweet Home and would not fall under this ordinance. The former Willamette Country Music Festival was held on a farm outside of Brownsville and would fall under this ordinance.

Linn County has had an “outdoor assemblies ordinance” in place for several years. The new ordinance now includes areas such as neighboring properties. Linn County has long had an ordinance against creating a “public nuisance”, but Sheriff Michelle Duncan said that requires at least three neighbors who are willing to testify against someone who is producing the loud, disturbing noises. The new ordinance makes it illegal to “create electronically amplified sounds that can be heard by a reasonable person of ordinary sensitiveness using unaided hearing across property lines, during the weekend day and holiday hours of 11 p.m. and 9 a.m. and weekday hours of 10 p.m. and 8 a.m.

It would be a Class A violation. Sheriff Duncan said her deputies will always try to educate people before an issue gets to the citation stage.

In other business, the commissioners:

- Amended several pay range classifications within the Mental Health Department, increasing the pay scale in response to the competitiveness to hire and maintain qualified staff after the COVID-19 pandemic. The Mental Health Department has 47 clinical positions (requiring a Master’s Degree or higher) and recently there were 16 open positions.
- Approved amending a Juvenile Department Supervisor position to Deputy Director position.
- Were told by Juvenile Director Torri Lynn that in April, the detention center held 23 youth from Linn County, plus four from Benton County and six from Lincoln County. There were 39 referrals and there are 200 young people on probation or pending court, of which 39 are considered “high-risk”. There are 103 youth in the Community Programs Unit and the Intervention Specialist is serving 116 young people.
- Approved a Code Text Amendment that will allow the manufacturing, compounding, processing, assembling, packaging, treatment or fabrication of products” in buildings in the Urban Growth Area – Rural Commercial zone. The amendment was requested by Riverland LLC. The company has built several industrial grade buildings along Highway 99 on the north side of Tangent. The code text amendment would allow manufacturing within those buildings. Riverland LLC is owned by the Raschein family.



Media contact: Alex Paul, Linn County Communications Officer, 541-967-3825 or email apaul@co.linn.or.us.

Posted 5-28-2024

S. Scott McDowell

From: Lynnette Wynkoop <wynkool@linnbenton.edu>
Sent: Tuesday, May 28, 2024 12:11 PM
To: info@growingcare.org
Cc: Bryan Steinhauser
Subject: Growing Care Update

Hello!

With Growing Care's Fiscal Year 2023-2024 paid marketing campaign wrapping up, Family Connections would like to recognize its financial supporters who provided the funding ensuring the campaign was a success in recruiting a record number of new licensed child care programs in our region:

- The Ford Family Foundation
- The United Way of Linn, Benton, and Lincoln Counties
- The Siletz Tribal Charitable Contribution Fund
- The Tim and Jo Ann McQueary Fund
- The Lincoln County Board of Commissioners
- The City of Corvallis
- The City of Albany
- The Niemeyer Foundation
- The Benton Community Foundation
- The JTMF Foundation

Thanks to their generosity and your assistance, our recruitment efforts are going better than planned! More information to come regarding our results after June 30, 2024.

Lynnette Wynkoop
Director, Child Care Resource and Referral of Linn, Benton & Lincoln Counties


Family Connections**Linn-Benton Community College**

Luckiamute Center, 6500 Pacific Blvd. SW | Albany, OR 97321

Phone: 541-917-4919

www.linnbenton.edu





CIVICPLUS™ 2024 Solution Price Increase

Frequently Asked Questions

Q. Why is CivicPlus increasing its solution prices?

A. Over the past several years, as our nation and community leaders, have battled many unprecedented economic and societal challenges, we have strived to be a consistent, reliable technology partner whose solutions empower your successful business operations and communications throughout these turbulent times. In response to our desire to support local governments' recent staff and budget challenges, we have made our solution pricing as flat as possible.

However, a combination of many factors has led us to make this one-time adjustment to our pricing. Our costs continue to rise relentlessly, and we desire to keep the high level of service we provide and improve it every year. Our teams are working hard on improving efficiency; however, it is not enough to keep up with rising costs. We recently invested heavily in cybersecurity protection for all our customers and are working hard to establish integrations between all the products and tools we provide. Further, we recently launched the CivicPlus Portal, a solution that will soon be available for all customers to help them foster resident trust and satisfaction.

By increasing our solution pricing, we will be better positioned to remain a competitive player in the marketplace, hire and retain top talent—particularly in the software engineering space—and reinvest in our technology to ensure our functionality is keeping pace with the needs of governments.

Q. When will my new pricing be effective?

A. On the next renewal date of each customer contract order.

Q. What services are included in my annual service fees?

With these services comes a robust set of product enhancements and first-to-market integrations, including:

- CivicPlus Portal – A free digital hub that makes it easy for residents to obtain information and resources and interact with their local government from a personal and customizable interface and that embeds in your Municipal Website Central solution
- Migration to Drupal version 9 for enhanced functionality and configuration options
- Platform authentication (single sign-on)
- Unlimited ongoing group user training
- Integrated Google Analytics (G4)

Q. My account executive promised a certain number of years with no price increase. Are we, therefore, exempt from this increase until the end of that term?

A. We will honor the terms of existing, fully executed contracts. Please contact your renewal specialist to discuss this.

Q. Can we opt out of the additional services you offer to keep our pricing flat?

A. All solution enhancements will be available to all customers. Therefore, we cannot exclude them on an account-by-account basis.

Q: You mentioned inflation as part of your price increases, but the recent economic inflation was only transitory and is now slowing.

A: Higher costs resulting from inflation are only one contributing factor to the need for a price adjustment.

Q. CivicPlus has private equity investment and purchased two companies in two years, indicating you have adequate funding and financial reserves. So, why are you passing on a price increase to your public sector customers?

A. CivicPlus received a private equity investment in 2021 in large part to enable us to grow our solution portfolio through the acquisition of Municode and Optimere to offer you a more comprehensive and integrated solution suite. To continue retaining the outstanding engineering talent from those acquisitions and investing in our solution suite, we need to make pricing adjustments to ensure continued innovation and quality service.

Q: We have many options. Why should we stay with CivicPlus?

A: We recognize that our customers always have partner options. However, we desire to retain all our customers. CivicPlus provides a unique path to the total integration of all products; we dedicate enormous efforts to integrating and consolidating products. For example, we recently released a [CivicPlus Portal](#) and upgraded our cybersecurity capabilities to safeguard our government customers from the growing threats posed by cyber-extortionists.

Our prices, in general, are competitive with other large gov tech competitors. However, as in every sector, some small software vendors can provide less expensive services but not with the same quality, level of service, product depth, cybersecurity capabilities, and financial stability of CivicPlus.

Q. How does your new pricing compare to other government technology providers we might consider?

A: We value every member of our #CPfamily and make every business decision with a long-term objective of maintaining operational and financial stability to continue being an industry-leading partner that helps government work better through our integrated technology solutions.

We conducted a thorough marketplace analysis before implementing these price changes to ensure our rates were competitive with other solution partners of our size and capabilities. While governments will always have options to work with less sophisticated, smaller technology companies, by staying with CivicPlus, our customers will have access to the following:

- Even more time-saving integrations between our solutions
- CivicPlus Portal, a tool designed to improve transparency and communications with residents to strengthen trust and satisfaction for their government
- Enhanced cybersecurity protections to safeguard administrative and resident data from the continually evolving cyber threats and digital extortionists
- Ongoing access to our Stevie® Award-Winning Technical Support Team

Q: We were thinking about purchasing additional software from CivicPlus. Will these price increases impact all your solutions?

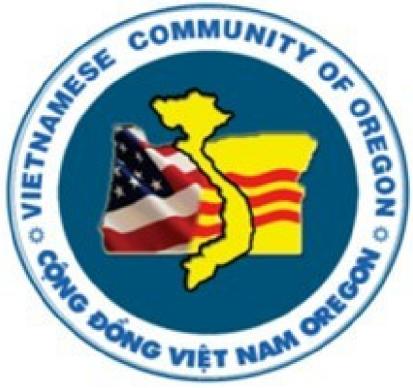
A: If you have questions on specific solution pricing, please contact your customer success manager. As always, we will work with you to identify solutions to your challenges that fit your budget. Such flexibility is more easily possible than ever due to our expanded portfolio of integrated solutions.

Q. Can I remit payment via credit card?

A. We request that customers not use credit cards. However, we can offer ACH if you would prefer a digital transaction.

Q. We do not have budget dollars to accommodate this price increase. What are our options?

A. Talk to your renewal specialist. We value you as a partner and will do our best to work with you on a pricing solution that addresses your budget needs.



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City of Brownsville

Thank you for your Proclamation in recognizing
Vietnamese-American Remembrance Day April 30

2024

THAO DUC TU
VIETNAMESE COMMUNITY
OF OREGON PRESIDENT

S. Scott McDowell

From: Meghyn Fahndrich
Sent: Thursday, June 13, 2024 8:58 AM
To: undisclosed-recipients:
Subject: Call to Action on State Cybersecurity Plans for Water Systems
Attachments: Water Provider Letter Cybersecurity.pdf

As part of a broader coalition the LOC has included you in this very important information related to potential cybersecurity breaches at water facilities in Oregon. LOC and our water partners have prepared these best practices for communities to implement to reduce the risk of water-related cybersecurity attacks.

Jim McCauley



Meghyn Fahndrich, *Legal Assistant*
1201 Court St. NE, Suite 200, Salem, OR 97301-4194
www.orcities.org





June 7, 2024

Subject: Cybersecurity practices for the drinking water sector

To: Ben Gherezgiher, Chief Information Security Officer

Thank you for taking time to attend the Oregon Water Utility Council meeting on May 23. We are looking forward to learning more about the support and resources that your office is developing.

We wanted to share with you some recommendations and resources from the American Water Works Association to help inform your state plan to the Governor.

1. *Training and education should leverage trusted partners and existing resources.*

- Action should be focused on enhancing support and access to existing training and education programs such as those prepared by [AWWA](#) to support cyber vulnerability assessments to guide implementation of best practices. This includes small systems guidance developed by AWWA under USDA and EPA grant activities.
- Collaboration with trusted partners, like the Pacific Northwest Section of AWWA and ORWARN, to deliver training represent a critical force multiplier designed to maximize engagement and knowledge transfer with utility owner/operators. Support and collaboration with state agencies is essential to effectively address this shared responsibility.
- These resources in combination with tools provided by CISA, such as [Vulnerability Scanning](#), represent a comprehensive engagement strategy that can effectively mitigate cyber threats facing water systems.

2. *Funding cybersecurity projects at water systems.*

- Each state is currently administering the [State and Local Cybersecurity Grant \(SLCG\) program](#). At least 80% of the awarded funds must be passed to local

units of government, including at least 25% to rural areas of the state or territory. As the State of Oregon is developing their plan to guide implementation of this program, we would like to ensure that water systems are prioritized to support the transition from legacy operational technologies that may be vulnerable. At a minimum, we would like to verify the inclusion of water systems in the state plan for the SLCG program.

- The State Revolving Loan Fund (SRF) for drinking water and wastewater systems can also provide important and timely funding for cybersecurity projects. The State SRF intended use plans should describe criteria for prioritizing funding of cybersecurity activities to facilitate the implementation of cybersecurity controls.
- Nationally, AWWA and our partners are advocating for more explicit and targeted funding to help expedite the implementation of cybersecurity controls and technology improvements, especially for legacy systems. Currently no such funding prioritization or dedicated program exists to expedite the transformation of legacy systems that have inherent cyber vulnerabilities.

3. *Enhanced oversight and accountability.*

- Nationally, AWWA is advocating for both federal support and oversight of cybersecurity in the sector. Cybersecurity is a real threat warranting oversight, but that regulatory structure can only be addressed through a collaborative, expert-lead approach. Minimum requirements should be risk and performance-based in a manner that is scalable to accommodate the diverse size and complexity of water systems across. AWWA is joined by partners in pursuing such an approach to establish a process that allows water sector experts to lead the development of cyber requirements with oversight from the EPA.
- [H.R. 7922](#) would authorize an independent, non-federal entity to lead the development of cybersecurity requirements in the sector. This approach will retain federal oversight at EPA, while providing necessary structure using a tiered risk and performance set of criteria to establish minimum requirements. This will also mitigate the information protection and compliance challenges facing states primacy agencies given limited

resources and a workforce that is not aligned with assessing cybersecurity in the water sector. This collaborative approach builds on a similar model that has already been successfully applied in the electric sector and aligns with calls for greater public-private collaboration included in the [National Cyber Strategy](#).

4. **Cybersecurity threat information sharing.**

- We recommend that the State request that the EPA to work with CISA to bridge the knowledge gap with current cyber advisories and alerts.
- Improving threat intelligence, specifically providing information about emerging cybersecurity threats with an explanation of how threat information is relevant to the water sector is critical. Current advisories and alerts lack any indicators of sector relevance and places the burden on technology end-users to perform time consuming reviews to make that determination.
- Understanding where and how technology is used is essential to contextualizing threat advisories. The water sector can more quickly respond to threat advisories if the risk posed to technology / applications used by the sector are clearly stated Collectively we need to make it easier for end-users, including those with limited computer expertise, to act on the mitigation guidance provided by CISA.

We appreciate the work you are doing and look forward to working with you to continue building the capacity of all water systems to address the cybersecurity challenges we face from adversaries of all types and share information. We acknowledge this is a shared responsibility between Oregon and water utilities.

Sincerely,

Rebecca Geisen, OWUC Chair

Jim McCauley and Michael Martin, LOC

Mark Landauer, SDAO

Jason Green, OAWU

S. Scott McDowell

From: Salazar, Scott (PacifiCorp)

Subject: Oregon Backup Power Rebate

Hello folks,

I want to make sure that you are aware of Pacific Power's Medical Certificate program and the potential backup power rebate. Please feel free to share this information through your channels. I've also included two social media templates.

To help Oregon customers prepare for emergencies and potential power outages, Pacific Power's Medical Certificate program* offers **a rebate to eligible customers of up to \$4,000 on the purchase of a qualifying battery or portable power station**†.

This rebate is also available to caregivers and service providers working with medically vulnerable community members.

LEARN MORE

- See the application and eligible backup devices at PacificPower.net/BackupPower
- Learn more about the Pacific Power Medical Certificate program at PacificPower.net/Medical
 - Contact Pacific Power customer service at 1-888-221-7070 to verify Medical Certificate program enrollment, and for additional assistance

PREPARE NOW

- Find out how you can prepare for potential outages at PacificPower.net/WildfireSafety
- Visit PacificPower.net/PSPS for information about Public Safety Power Shutoffs

**Enrollment in the medical certificate program does not guarantee that power will not be interrupted by a weather-related outage, other circumstances outside of Pacific Power's control. Customers must recertify annually. The medical team will send out renewal letters prior to the renewal date.*

†Only one portable power station is eligible for the rebate program per Pacific Power meter. The rebate amount cannot exceed the purchase price of the product or include shipping costs .

Social Media Templates

POST 1

#DYK: Oregon @PacificPower offers a \$4,000 rebate on backup power sources to help meet customer’s medical needs during an outage? Customers, caregivers and service providers who work with medically vulnerable residents can learn more and apply at www.PacificPower.net/BackupPower



POST 2

Are you an Oregon community-based organization, caregiver or service provider working with medically vulnerable residents? See if you or your patients are eligible for a rebate from @PacificPower up to \$4,000 on backup power to prepare for power outages.

Learn more at www.PacificPower.net/Medical

Best,

Scott Salazar

Regional Business Manager

[Book time with Salazar, Scott \(PacifiCorp\): Office Hours](#)

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APRIL 8, 2024
BY **CONTRIBUTING**
AUTHOR

Where do utility legal settlements for PFAS stand?



By Ken Sansone & Mike DiGiannantonio

With EPA’s National Primary Drinking Water Regulation for PFAS now finalized, the recently announced 3M and DuPont settlements, stemming from the ongoing Aqueous Film-Forming Foam (AFFF) Multi-District Litigation (MDL) promise access to billions of dollars to cover PFAS treatment and monitoring expenses for water systems across the county.

Faced with significant costs of treatment for PFAS contamination, over the past few years many water systems have filed lawsuits against PFAS manufacturers, seeking to hold the companies responsible for water pollution. These lawsuits have been grouped into the AFFF MDL that eventually led to the proposed PFAS class action settlements.

An MDL is a consolidated legal process in which multiple lawsuits filed by public water providers, property owners, personal injury plaintiffs, and sovereigns (such as states, territories, and tribes) from across the country have been grouped together. All the lawsuits in the AFFF MDL claim that the plaintiffs have been negatively impacted by contamination stemming from the use of AFFF, a PFAS-containing firefighting foam, as well as other PFAS products. In an effort to resolve some of these legal claims, DuPont and its related companies, Chemours and Corteva, offered U.S. public water providers a settlement totaling \$1.1859 billion in June 2023. Shortly after the DuPont settlement was announced, 3M agreed to pay U.S. public water providers up to \$12.5 billion over 13 years in settlement funds. DuPont’s settlement received final approval in February 2024, while 3M’s received final approval in March.

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JUNE 6, 2024

EBMUD solar project expected to offset 10 percent of current energy costs



JUNE 6, 2024

Expanding Its Capabilities: Newport News, Virginia, Deploys 130,000 Meters

It is important to note that, although the settlements were proposed as a result of the AFFF MDL, they apply to all public water providers, regardless of whether they have filed a lawsuit or are part of the MDL. The settlement class is defined as all public water systems in the United States that draw from a source that was tested for and found PFAS at any level and any system that is obligated to test under the fifth unregulated contaminant monitoring rule (UCMR5). This means that even if a water system did not file a claim in the MDL, they are still subject to the settlements and may be eligible to receive compensation if they complete the appropriate forms and paperwork by the proper deadlines.

Water providers who did not opt-out of the settlements and had PFAS detections before late June 2023 (identified as Phase 1 systems), are now waiting for the District Court to finalize the deadline to submit the Settlement Claims Form. Special needs claims forms for Phase One systems will be due 45 days after the settlement claims forms' due date. A utility can expect no funding or recourse if forms are not submitted or if they are submitted incorrectly.

The deadline to submit the forms is expected to be finalized shortly. Communities that are eligible for the settlements and did not opt-out should start working on their claim forms, if they haven't already, to ensure they have everything they need to proceed and are prepared to submit them in a timely fashion.

On the settlements' [website](#), water providers can [estimate their settlement allocation](#) based on their PFAS Score — the sum of PFOA and PFOS concentrations in water sources — and the adjusted flow rates drawn from impacted water sources based on 2013-2022 withdraw. With these data points, water providers can use the website's *Estimated Allocation Range Table* to estimate their potential payout.

Because these are “opt out” settlements, water systems wishing not to participate in them had to affirmatively complete and submit the necessary paperwork by the above opt out deadlines. If your system did not submit such a request for exclusion from the PFAS water settlements in a timely manner, then it is a participant by default. When determining your status, it is important to note that it is possible to be a participant in one settlement but not the other, as the DuPont and 3M settlements are separate and distinct. Thus, if your system did not wish to participate in either settlement, it needed to opt out of both. Once you have determined your participation status for each settlement, you can plan your next steps.

If your system successfully opted out of the settlements, it is vital to evaluate your situation and take the appropriate steps to recover PFAS cleanup costs incurred now or in the future. Keep in mind that litigation will be the only avenue to recover costs from 3M and DuPont. Those who opted out and want to litigate against 3M and DuPont must first verify the court accepted their motion for exclusion. Utilities can confirm with the Notice Administrator that their request for exclusion was accepted by calling them at 855-972-9592. Water providers can file suit even if their PFAS detections are below state standards or proposed national maximum contaminant levels (MCLs). Many utilities have, in fact, successfully pursued this strategy over the years for a variety of contaminants that affected their water supplies. However, water contamination lawsuits are subject to [statutes of limitations](#) that define a timeframe within which your system must act, usually from the time of detection to the filing of a lawsuit.

Whether they are part of the settlements or decided to opt-out, it is advisable for water providers to act quickly to avoid missing out on funding opportunities and protect your community's water quality. This is especially time sensitive for those systems that are part of the settlements: if claims are not submitted by their deadline, water providers will not receive settlement payments and will be ineligible to file additional lawsuits against the involved companies over PFAS water contamination.



Ken Sansone is a partner with SL Environmental Law Group, focusing exclusively on representing public entities in litigation concerning environmental contamination of public resources.



Mike DiGiannantonio is an attorney at SL Environmental Law Group, focusing on protecting the public and environment. He is a former senior enforcement counsel and a former federal law clerk and professor of legal writing.

S. Scott McDowell

From: Senator Jeff Merkley <Senator_Merkley@Merkley.senate.gov>
Sent: Wednesday, June 19, 2024 4:42 PM
To: admin@ci.brownsville.or.us
Subject: We Must End Slavery, Once and for All



Dear Scott,

As we approach the 159th anniversary of Juneteenth—and only its third year as a federal holiday—we commemorate the final enforcement of the Emancipation Proclamation and honor Black American history and the ongoing fight for liberation and equality.

I invite you to join me in reflecting on both the progress we have made and the work that still lies ahead. While we celebrate the strides taken that first Juneteenth, we must acknowledge and address the unfinished business of true emancipation.

Despite the ratification of the Constitution's 13th Amendment in 1865, which ostensibly abolished slavery in the United States, a sinister loophole has allowed slavery to persist in another form. Our 13th Amendment has an Exception Clause that allows for slavery "as a punishment for crime." This provision has fueled systemic racism and mass incarceration that persist today.

So far, we've seen seven successful state campaigns to remove the Exception Clause from state constitutions across the nation, including in Oregon, which demonstrates that real change is possible—and that voters in red and blue states alike are committed to ensuring their state constitutions reflect our shared values. Working together, we can continue to dismantle remnants of institutional slavery. But for comprehensive and lasting change, we need to take action at the federal level. That's where my [Abolition Amendment](#) comes in.

U.S. Representative Nikema Williams, Senator Cory Booker, and I introduced the [Abolition Amendment](#) to finally strike the Exception Clause from the 13th Amendment, closing this loophole once and for all. By passing the [Abolition Amendment](#), we can finally align our U.S. Constitution with the principles of justice, equality, and human dignity for all.

This Juneteenth, let us not only celebrate the rich history of Black Americans, but also commit to creating a future free from all forms of slavery.

Thank you for your dedication to justice and equality.

All my best,
Jeff



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Goals 2023-2024

(Compilation Date: February 2023)

1. Focus on the Fundamentals.

★ *Protect & manage Brownsville's treasury.*

- ▶ The City fielded a full Budget Committee with the addition of Felipe Eversull & Matt Schoemaker. Staff shared the audit findings from the previous fiscal year. Council executed gap financing for the completion of the Rec Center Renovation project. Government Capital Corporation was able to find a great rate given market conditions. Council passed a supplemental budget in February 2024 to appropriate the funds for expenditure. Council received a good price for the completion of the GR12 Waterline & Pump Station Improvements project. Council passed ordinances to push back against Salem for unfunded mandates that continue to take away local funding for local projects.

★ *Foster cooperative and productive relationships both internally & externally.*

- ▶ The City continues working closely with the State of Oregon's Department of Environmental Quality (DEQ), Oregon Water Resources Department (OWRD), the Linn County Commissioners Office and several other agencies. Regional efforts including Rural Economic Alliance (REAL), RAIN, the Sheriff's Office contract, the Planning & Building Department contract, and the development of SMAC. Connections have been maintained with the League of Oregon Cities, the Cascade West Council of Governments, and CIS. Local agreements have been extended with the Calapooia Food Alliance (CFA), Sweet Home Sanitation, the Chamber of Commerce, and the Central Linn Recreation Association.

2. Advocacy Plan.

★ *Create an advocacy committee charged with developing an advocacy strategy complete with written policy statements as an effort to participate in the State legislative process and in the Federal legislative process when appropriate.*

- ▶ Council created the Legislative Advocacy & Policy Committee (LAPC) through ordinance early in 2023. The Committee made several framework recommendations that were passed and implemented by Council. Position papers on key advocacy items were created for internal use and provided to the other members of SMAC and to Sean Tate.

★ *Focus on home rule with other stakeholders, partnerships, and other regional efforts to strengthen City policy positions.*

- ▶ Council attended several meetings and continues to stay connected to key issues facing the City through the League of Oregon Cities and Sean Tate. Staff have communicated through partnerships the path for execution. Mayor Craven met with House Representative Jami Cate on several occasions and attended a luncheon with Governor Kotek to express the City's policy priorities and concerns.

★ *Monitor new laws, tort limits, and recreational immunity protections for local amenities.*



- ▶ Cities in Oregon received bad news in the case, *Fields v the City of Newport*. The City has been active in working toward a fix with CIS. SB 1576 is currently being voted on in the House for passage. If this loophole cannot be closed with this legislation, the impact on the City park system will be devastating. The State's raising of the tort limits is wreaking havoc with the insurance rates. Property & liability insurance has risen nearly 60% due to these limits being raised and the continued passage of terrible public policy that is dramatically impacting cities and counties across the State.

3. Capital Improvements Plan.

- ★ *Complete Rec Center Renovation project.*

- ▶ Open House was held in February. The City has successfully completed this important project. Staff continue detailed work to prepare the facility for public rentals.

- ★ *Complete the GR 12 Waterline extension.*

- ▶ The project is underway and progressing nicely overall. Staff hopes the project will be completed by the end of March 2024.

- ★ *Plan for new sewer lagoon along with operational improvements.*

- ▶ The City Engineer continues to work on the initial planning for a new sewer lagoon. The City is also looking into making a chemical change at the Treatment Plants. Any formal plans will have to be rolled into a bond with the improvements planned for the Water Treatment Plant. The City will have some high cost items that must be addressed per State Law and to continue providing critical services to the residents.

- ★ *Plan for construction of new pavilion and relocation of the playground.*

- ▶ Funding will delay these projects. Council will need to reassess during the upcoming Budget Season FY 2024.2025.

- ★ *Analyze new TMDL plan.*

- ▶ Department of Environmental Quality (DEQ) has not officially approved the City's new plan. Council approved submitting the edited report at the January 2024 Council meeting.

4. Community Development Plan.

- ★ *Refine Brownsville Municipal Code to better reflect actual practice.*

- ▶ Council passed several ordinances including parking, towing, curfew, camping, and administrative laws toward this effort. Council authorized Staff to review the nuisance abatement process for repeat offenders at the February Council meeting.

- ★ *Adopt building rules and standards to preserve and promote the historic aesthetic.*

- ★ *Continue the local & regional emergency preparedness efforts.*



- ▶ Council supported the EPC who has been sending stand alone newsletters twice a year to all residents in Brownsville, Halsey, and the corresponding fire districts. The City ordinance is centered around public education and individual preparedness efforts.

- ★ *Support youth activities with community partners.*

- ▶ Council spent over \$2M renovating the Rec Center, adopted a new agreement and helped with organizational development and custodial services. Staff continues to assist the Central Linn Recreation Association with operational issues.

5. Economic Development Plan.

- ★ *Participate in regional efforts and opportunities with partner cities.*

- ▶ Council finalized the financial agreement with Business Oregon for the partnership with REAL. Council entered into a new agreement with RAIN through the end of 2025.

- ★ *Support and implement the Rural Economic Alliance's 5-year strategic plan.*

- ▶ The group continues to prioritize items in the strategic plan. REAL is close to signing a deal with JayRay Marketing to survey regional businesses to get a better understanding of needs and priorities. This survey will be done in partnership with Business Oregon.

- ★ *Complete and implement the Land Use inventory.*

- ▶ Administrative Assistant Elizabeth Coleman, Planner Dave Kinney continue work with Linn County's GIS Department preparing for this process.

6. Water Rights.

- ★ *Explore possible additional water source options.*

- ★ *Continually work on monitoring and perfecting City water rights.*

- ★ *Implement the State required Water Management & Conservation Plan.*

- ▶ Staff are actively working on the implementation of the items identified in the Plan.

7. Organizational Development.

- ★ *Review Council rules and policies.*

- ▶ Council passed a new officials handbook.

- ★ *Focus on Council leadership development & training.*

- ▶ Council met several times throughout 2023 to work on group dynamics and interactions. Great progress was made in the overall cooperation of the Council. Council held a Staff appreciation dinner for Staff.



- ★ *Foster positive and effective working relations between Council and Staff.*
 - ▶ Council held a Staff appreciation dinner for Staff. Staff & Council held a volunteer appreciation party in September at the pavilion in Pioneer Park. Mayor Craven and Council have increased their efforts in working with Staff and are maintaining extremely effective relationships with Staff.

- ★ *Maximizing social media efforts to promote City projects and events.*
 - ▶ Council revisited this item. The City will not publish Council meetings in a television format. Council members are doing a great job monitoring social media conversations without creating more community drama and turmoil.

- ★ *Focus on recognizing volunteers, meeting training and procedures for all official boards & committees.*
 - ▶ Council held both a volunteer appreciation cookout & a Staff dinner this past year as mentioned above. Librarian Sherri Lemhouse also does a very good job recognizing Library volunteers with appreciation events during the year.



2023-2024 Council Values

Council Vision Statement

The Brownsville City Council works collaboratively and effectively with each other, staff, and community partners to preserve the historic character and economic health of our town and to create a high quality of life for our citizens.

A Vision for Brownsville

For a tiny rural Oregon community, Brownsville has a huge presence. It is well-known throughout the state for its friendly welcome and for being a safe, clean, and attractive town. It is clear that residents value its historic character and make special efforts to preserve and enhance it. Talk to business owners in the thriving north and south business areas and you will find that it is the creative working relationships between city government and private, county, state, and federal partners that sustain our economic health and well-being. Residents participate in Brownsville's inclusive process of growing and enhancing our high quality of life. Brownsville citizens care about healthy city finances, they expect infrastructure that delivers, and they elect a City Council that works for the benefit of the community. Public spaces are a vital part of Brownsville's sense of place; citizens' and city government's attention to the appearance and cleanliness of parks, streets, and neighborhoods adds to the town's livability.

Tag line

Brownsville: Where People Care, Business Thrives, and History Lives

Who we are?

Brownsville is a City that is proud of its past while constantly improving toward the future for the benefit of our citizens. We are a group of citizens that honor each other by carefully balancing the social contract (Brownsville Municipal Code) to keep peace and order. The Brownsville Municipal Code and Comprehensive Plan help define the role of the City. Organizational transparency is a focus of Council. Council is working closely with Staff, volunteers, civic organizations, appointed officials and the citizenry to execute identified goals and carry out the responsibilities of the City.

Brownsville has a tremendous sense of place and synergy between City Hall and our residents. Active citizens are the true strength of Brownsville as evidenced by the volunteers who give freely of themselves to provide many municipal functions and civic services. Many civic organizations implement their missions actively in our community which provides a quality of life and vibrancy that is uncommon. Community events are planned and designed to invite people into town to share what Brownsville has to offer.

Council recognizes that many civic organizations and the City government are working diligently on implementing organizational development concepts in order to more efficiently provide services. Council recognizes that we are in a transition period between an authoritative model and are collectively moving toward a new, participatory approach within the organization and throughout the community.

What do we want for Brownsville?

Brownsville should honor the past, maintain a healthy present and strive to assure a dynamic future by focusing on fundamental municipal services such as:



- | | |
|-------------------------|----------------------------|
| 1. Treasury Health | 7. Contract Administration |
| 2. Water | 8. Personnel |
| 3. Sewer | 9. Police Protection |
| 4. Capital Improvements | 10. Municipal Court |
| 5. Parks | 11. Library Services |
| 6. Streets | 12. Planning & Zoning |

Organizational Development

- Elected & Appointed Officials.* People who understand their role and responsibilities for the City as policy & decision makers. People who have a tremendous amount of pride and caring about the future of Brownsville. People who understand the financial nuances of local government in Oregon. People who understand and respect the significant contributions of Staff. People who are focused on the greater good they can collectively make in the community. People who understand the mission of the City and who can explain City policy and issues with the general public. People who represent Brownsville citizenry as well as City Staff.
- Staff.* People who understand their multiple roles and responsibilities. People who love coming to work. People who are interested in creating the best possible work environment that is full of respect and compassion for the citizens and is honest and trusting among all the ranks of the organization. People who don't complain about what they cannot control but people who are interested in creating practical, cost-effective solutions for those issues they can control. People who expect more than the ordinary from themselves and from each other.
- Organizational Axiom.* Creating, developing and maintaining effective relationships with individuals, other civic organizations, County, State & Federal government personnel. Understanding that the number one priority of the City is relationship building. The City shall honor relationships and the ordinances and laws of the land. The City shall be ever mindful of the importance of the social contract of government and the order that it strives to preserve for the sake of freedom.
- Civil Rights Act of 1964.* The City creates an environment of equal access to opportunities for all individuals in Brownsville. The City is committed to equal access through Federal and State laws, but also through local practice principled in the elimination of bias and barriers that may exist in the community and from developing in the City's organization. Council shall continue to consider implications of new and past policies that may create unnecessary barriers for members of minority groups, women, veterans and vulnerable populations.

NOTES: Council has discussed many organizational theories & objectives as well as identifying important critical thinking models that will serve as a guide for making better decisions. Below are a few of those models:

THE PROCESS OF PROGRESS

1. Recognize & Identify
2. Accept & Agree
3. Strategize & Develop Action Steps



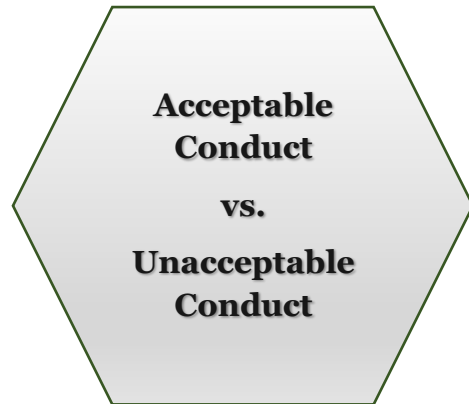
- 4. Implement & Execute
- 5. Review Outcomes

LEXIPOL’S 10 FAMILIES OF RISK MODEL

- 1. External Risks
- 2. Legal & Regulatory Risks
- 3. Strategic Risks
- 4. Organizational Risks
- 5. Operational Risks
- 6. Information Risks
- 7. Human Resources Risks
- 8. Technology Risks
- 9. Financial and Administrative Risks
- 10. Political Risks

How are expectations set in City Government?

- ◆ Laws & Municipal Code
- ◆ Standards
- ◆ Requirements & Rules
- ◆ Memoranda of Understanding
- ◆ Contracts
- ◆ Agreements
- ◆ Employee Handbook
- ◆ Societal Norms
- ◆ Cultural Nuances
- ◆ Public Opinion



Decision Making

- 1. General Liability
- 2. Legal Implication
- 3. Legality
- 4. Precedence
- 5. Staff Capacity
- 6. Need or Want
- 7. Political Lift or Will
- 8. Support or Lack of
- 9. Resource Management
- 10. Community Implications

MONTH END FINANCIAL RECAP

		MAY 2024					
		REVENUE	EXPENDITURES	YTD	%	Unexpended	
1	GENERAL	\$ 32,922.23	\$ 100,831.37	\$ 2,638,146.50	57.66%	\$ 1,936,860.50	1
2	WATER	\$ 38,263.24	\$ 38,669.49	\$ 843,498.89	59.58%	\$ 572,151.11	2
3	SEWER	\$ 39,491.91	\$ 23,230.37	\$ 308,866.03	32.25%	\$ 648,723.97	3
4	STREETS	\$ 18,143.60	\$ 12,927.70	\$ 181,473.80	51.98%	\$ 167,661.20	4
5	WATER BOND	\$ 442.57	\$ -	\$ 46,417.84	74.88%	\$ 15,572.16	5
6	SEWER BOND	\$ 928.40	\$ -	\$ 300,721.39	67.73%	\$ 143,278.61	6
7	SEWER DEBT FEE	\$ 11,525.89	\$ -	<u>\$ 135,012.21</u>	100.01%	\$ -	7
8	BUILDING & EQUIPMENT	\$ 752.69	\$ -	\$ -	0.00%	\$ 188,800.00	8
9	WATER RESERVE	\$ 2,539.42	\$ -	\$ -	0.00%	\$ 175,300.00	9
10	HOUSING REHAB	\$ 913.40	\$ -	\$ -	0.00%	\$ 222,000.00	10
11	WATER SDC	\$ 925.64	\$ -	\$ -	0.00%	\$ 241,960.00	11
12	SEWER SDC	\$ 3,049.00	\$ -	\$ -	0.00%	\$ 758,500.00	12
13	STORMWATER SDC	\$ 1,125.78	\$ -	\$ -	0.00%	\$ 277,575.00	13
14	BIKEWAY/PATHS	\$ 363.17	\$ -	\$ -	0.00%	\$ 63,730.00	14
15	LIBRARY TRUST	\$ 31.50	\$ -	\$ -	0.00%	\$ 7,650.00	15
16	CEMETERY	\$ 34.29	\$ -	\$ -	0.00%	\$ 9,040.00	16
17	TRANSIENT ROOM TX	\$ -	\$ -	\$ -	0.00%	\$ -	17
18	SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19	LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 9,985.00	19
20	COMMUNITY PROJECTS	\$ 354.65	\$ 1,500.00	\$ 18,228.00	22.23%	\$ 57,022.00	20
		<u>\$ 151,807.38</u>	<u>\$ 177,158.93</u>	<u>\$ 4,337,352.45</u>			

Key Bank Account	
<i>General Checking</i>	\$ 65,310.79
Oregon State Treasury	\$ 4,976,904.49
<i>Community Improvements</i>	\$ 28,685.82
<i>Project Escrow Holding</i>	\$ 104,871.78
<i>Project Holding Acct #2</i>	\$ -
CLRC Renovation Acct	\$ 627,830.78
TOTAL OST / LGIP	\$ 5,738,292.87

2023-2024	YTD	% of Total
Appropriated	\$ 5,495,809.55	44.11%
Total Bonded Debt (Principal Only)		
	<u>\$ 6,142,195.00</u>	
Total Bonded Debt is \$8,691,081 (Principle & Interest)		

Annual Bond Payment	
<i>Water</i>	\$ 45,167.05
<i>Wastewater</i>	\$ 307,259.95
Total	\$ 352,427.00

ARPA Funds SLFRP	\$404,801.67	Total Funds Received
<i>(American Rescue Plan Act)</i>	\$404,801.67	Funds Disbursed
		<i>(FY '21 & FY '24)</i>
Previous Month Court Revenue		\$171.00