



CITY OF BROWNSVILLE

Council Meeting

Tuesday – June 28th, 2016

Regular Session 7:00 p.m.

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CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, June 28th, 2016

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: April 26th, 2016 *Addendum*
May 24th, 2016
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Budget Hearing FY 2016-2017 (*Passage*)
 - B. Total Maximum Daily Load (TMDL)
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administration
 - D. Library
 - E. Court
 - F. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)

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



- ✦ Council 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 2016.13:** FY 2016-2017 Budget Appropriations (*Annual*)
- B. **Resolution 2016.14:** Water Rates Adjustment (*Annual*)
- C. **Resolution 2016.15:** Sewer Rates Adjustment (*Annual*)
- D. **Resolution 2016.16:** Year End Transfers FY 2015-2016 (*Annual*)
- E. **Ordinance 761:** Camping Rules Revision (*Park Board*) (*Emergency*)

10) ACTION ITEMS:

- A. Park Board – Recreational Immunity & Public Parks
- B. Bond Debt Options
- C. Central Linn School District Agreement
- D. Central Linn Recreation Association Agreement
- E. Appoint Library Advisory Board Member

11) DISCUSSION ITEMS:

- A. Mini-Council Retreat or Work Session
- B. 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

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



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May 24th, 2016

ROLL CALL: Mayor Don Ware called the meeting to order at 7:00 p.m. with Councilors Gerber, Van Sandt, Neddeau, Shepherd, Cole, and Chambers present. Public Works Superintendent Karl Frink, Administrative Assistant Tammi Morrow and City Administrator Scott McDowell were also present.

PUBLIC: Jannea Deaver, Elizabeth Coleman, Phil & Kaye Fox, Sgt. Greg Klein (LCSO), Dan & Ruth Christiansen, Allen Buzzard, June Schlosser, Linda McCormick, and Alex Paul (Democrat Herald).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell informed Council that Item 6) A. will be deleted and adding approve Budget Committee minutes to the agenda.

MINUTES: Councilor Gerber made a motion to approve the April 26th, 2016 meeting minutes as presented, with an addendum stating that she would review the audio recording and capture exact testimony from participants speaking about the school bond issue. Councilor Shepherd stated that Council has never done it like this before, and not sure we should start now. Councilor Cole seconded the motion, and it passed 5-2, with Councilors Councilor Shepherd and Councilor Chambers opposing.

Councilor Van Sandt made a motion to approve the May 12th, 2016 Budget Committee Meeting minutes as presented. Councilor Cole seconded the motion, and it passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

Linda McCormick, Stand By Me – Linda McCormick asked for assistance from the City for the SBM event. Mr. Frink will move the Castle Rock Sign to the Art Center for display for the event. Councilor Cole made a motion to authorize Staff to assist Mrs. McCormick with needs for this event. Councilor Neddeau seconded the motion, and it passed unanimously.

Proposed Use of State Revenue Sharing Public Hearing – Mayor Don Ware opened the hearing and invited the public to speak. No discussion was forthcoming, and the public hearing was closed.

FY 2016-2017 Budget Public Hearing – Mayor Don Ware opened the budget hearing and invited the public to speak. Mr. McDowell recapped the motions approved by the budget committee:

- Approved full permanent tax rate of \$6.9597 per \$1,000 assessed valuation
- Approved Wastewater Bond Debt levy in the amount of \$201,093
- Approved Water Bond Debt levy in the amount of \$58,387
- Approved a 3% utility rate increase
- Approved the historic use of State Revenue Sharing levy for public safety needs
- Approved the following notes to be incorporated into the budget line items:

FY 2016.2017 NOTES



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Summary: Below are proposed new accounts for the upcoming fiscal year. The City is adding these accounts to eliminate the Court, Utility and Park bank accounts. All of the checks will be able to be drawn from the general account with these modifications.

REVENUES

- | | | |
|------------|---|---------|
| 1. Page 2 | Create New Account Line: 500 PARK DEPOSITS | \$8,500 |
| 2. Page 10 | Create New Account Line: 500 UTILITY DEPOSITS | \$5,500 |

EXPENDITURES

- | | | |
|-----------|---|---------|
| 1. Page 7 | Create New Account Line: 680 STATE UAS | \$4,500 |
| 2. Page 7 | Create New Account Line: 685 COUNTY ADMIN. SERVICES | \$1,100 |
| 3. Page 7 | Create New Account Line: 690 RESITUTION/REFUNDS | \$ 650 |

Kaye Fox spoke stating that she was unable to attend the last budget committee meeting due to medical concerns. She would like Council to know that she approves the budget and motions as outlined above.

DEPARTMENT REPORTS:

1. Sheriff's Report. LCSO Sgt. Klein reported that they have spent 230 local contract hours in April for the City of Brownsville, with 5 hours dedicated to traffic patrol. There were no traffic citations issued. He also stated that LCSO will be stepping up their traffic patrol in town. As previously reported, Oregon State Police will also have increased patrols on Highway 228 in the near future. Sgt. Klein reported that there have been several dog complaints lately, and he would like to ask Dog Patrol Officer Corey Putney and Sgt. Steve Looney to come to Council to report on that situation next month. Also, LCSO coverage will be provided for the upcoming events including Pioneer Picnic, 4th of July Fireworks, and *Stand By Me*.
2. Public Works. Mr. Frink reported that Public Works had no water leaks this month. They have had a few issues with the lift station, pumps burning up, etc. All items have been repaired or replaced and are functioning normally again. He is still waiting to hear from the paving company as to a start date for that project. Mid-June is the deadline. Dave and Sharon Peterson are the Park Caretakers. They began their duties on May 23rd. Stop down and visit with them, they also have a very friendly rescue dog. The part time seasonal worker, Clint Taskinen, will be assisting them this year with duties in the Park. The new service truck should be arriving very soon.
3. Administrator's Report. Mr. McDowell reported to Council that the Willamette Country Music Festival has received permit approval from the Linn County Commissioners for a total of 5 years, including 2016. The Go Team is very close to finishing an economic development proposal that will be sent to Council very soon. Staff has been dealing with numerous complaints. May flies appear to be a big issue this year. McDowell contacted the OSU Extension service and gathered information on ways to eliminate or cut back on the infestation, but timing is difficult at best; that information has been passed on to the landowner. A property owner on Kay Street continues to experience drainage issues. The County relinquished this land to the City, but when these housing units were built, there were no standards in place. Folks are clamoring for storm sewer drainage, but there is no drain in that area, and no where to direct the water. The newly adopted and implemented City standards will address these situations going forward. The



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main Library computer died last week! Staff was able to get everything back up again. New computers are budgeted for the upcoming budget year, but Follett is not compatible with Windows 10 yet, so this update will need to be done very carefully. Insurance renewals have been reviewed and submitted to Barker-Uerlings. Projected increases are standing as of now, so there should be no surprises there. Staff is putting the finishing touches on the Park grant which will help us obtain a Parks Master Plan. Weeds and nuisance season will be starting soon. Staff will begin the process in the next week or so. McDowell also informed Council that he is taking this year off from the OPRD grant committee due to a scheduling conflict.

4. Library Report. No comments.
5. Court Report. No comments.
6. Council Comments. No comments.
7. Citizen Comments. No comments.

LEGISLATIVE:

1. **Resolution 2016.12: Election to Receive State Revenue Sharing** – *Councilor Gerber moved to pass R 2016.12. Councilor Van Sandt seconded the motion, and it passed unanimously.*

ACTION ITEMS:

1. **Bonded Debt Options**. McDowell continued to research the possibility of refinancing the City's bonded debt. Last month McDowell informed Council of a proposal from Matt Donahue, D.A. Davidson, that stated that if the City were to be A rated, potential savings could be between \$45,000-\$60,000 per year with refinancing. Holly Halligan, USDA, informed McDowell that there is no longer a penalty for refinancing as USDA has recently changed their policy on this. Attorney Williamson was contacted and informed McDowell that there is no RFP process required for this situation; the City can choose who they like as a provider. *Councilor Cole made a motion to authorize Staff to get more information and a cost analysis to present to Council in June. Councilor Gerber seconded the motion, and it passed unanimously.*
2. **Central Linn School District Agreement**. McDowell reminded Council that this item has been tabled for a couple of months, and has been under discussion since October 6th, 2015. In the agenda packet, McDowell provided the April 11th, 2016 minutes from the CLSD Board meeting for Council review, indicating that the school is moving forward with the sale of the Blakely property to Willamette Neighborhood Housing Services. One of the biggest concerns for the City will be that if this proposed deal goes through, the property will need to be rezoned. This task will fall mainly to the Planning Commission, with final Council approval. McDowell suggested that a contingent, or at least the Mayor, reach out to the CLSD Board Chairman Penrod to discover how they foresee that process to work, and



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what their potential plans might be. This will be a hot issue, and Staff has heard from many neighbors that are concerned with possible uses of the property. *Councilor Cole made a motion to authorize Mayor Don Ware to meet with Chairman Penrod to discuss the Blakely school property process. Councilor Shepherd seconded the motion, and it passed unanimously. Councilor Cole volunteered to go along as well.*

3. **Street Signs (Tabled from last month).** Last month Councilor Shepherd brought a request from a neighbor asking for more signage for a visually impaired child in his neighborhood on Kirk Avenue. Council tabled the issue pending more information. About a week after the last Council meeting it was noted that several additional homemade speed signs appeared in the area. Tonight, Mr. Frink brought the Manual on Uniform Traffic Control Devices (MUTCD). The manual indicated that a study could be done, but generally warning signs should be kept to a minimum, and the City of Brownsville has generally stayed with this practice. If Council would like a study to be done, McDowell could contact City engineer Jon Erwin; it is unknown what the cost would be. City Staff has gotten a lot of complaints about these homemade signs. McDowell commented that historically the City has been lenient with signs in the right of way, including the museum, downtown businesses, and events such as Carriage Me Back, etc. A zero tolerance is not necessarily the best answer either. Councilor Shepherd commented that he knows who put up the signs, that there has been drag racing on the street, and that he feels strongly like this is... (expletive)! Councilor Cole stated that she felt that live LCSO deputies onsite should be more effective than a homemade sign. Councilor Shepherd stated that he would go down and ask the people to take down the homemade signs. *Councilor Cole made a motion to have Staff ask LCSO to focus on monitoring speeding on Kirk Avenue, and make that a priority for a while. Councilor Shepherd seconded the motion, and it passed unanimously.*
4. **Linn County Sheriff's Office Contract.** Recently Mr. McDowell, Councilor Shepherd, and Mayor Don Ware met with Sheriff Riley to discuss concerns from Council and the Budget Committee regarding cost increases in their annual contract. Two suggestions to consider might be perhaps tying the LCSO's annual contract increase to the City's annual 3% property valuation increase and increasing traffic patrols for safety and to maintain our court system. Another option to cut the contract cost could include reducing the contract hours, thereby reducing the cost. Overall, it seemed the meeting went well. McDowell suggested adding an addendum to the contract when signed. *Councilor Cole made a motion to approve the LCSO contract, add an addendum, and also a bi-yearly or quarterly evaluation. Councilor Shepherd seconded the motion, and it passed, unanimously.*

DISCUSSION ITEMS:

1. **Canal Company.** Mr. McDowell and Mrs. Deaver attended the Canal Company on May 9th, 2016. It was a fairly exciting meeting! The group decided to create a committee to look at some options with the City in June and report back to the Canal Company general membership in September.



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2. Goals Review Options (RV). McDowell provided pictures for Council of several RV's around town. Mr. McDowell, Councilor Cole, Mayor Don Ware, and Mrs. Morrow recently met to discuss the RV issue. The original intent of Brownsville Municipal Code 15.105.030, Occupancy of recreational vehicles was discussed. Currently there are about 4-6 problematic RV's in town as well as several parked in the Right of Way, etc. Procedure will include Staff sending a letter concerning the matter to the property owner, then LCSO will tag the vehicle, and the issue will be sent in to the court system for resolution, not come before Council. *Councilor Gerber made a motion to support Staff in the enforcement of 15.015.030, particularly sections B. 1 & 2, and authorizes Staff to work with LCSO to enforce the code. Councilor Van Sandt seconded the motion, and it passed unanimously.*

3. April Financials. No comments.

CITIZENS COMMENTS – Kaye Fox informed Council that she had been approached to put up speeding signs on her property. She declined. In July she would like to do a presentation about what work needs to be done to address the eroding at the intersection at Averill and Kirk Avenue near her house.

COUNCIL COMMENTS – Councilor Van Sandt commented that she appreciated the State cleaning up the highway next to her house on Highway 228. Mayor Don Ware commented that he recently attended the COG meeting, and heard some interesting information. Albany and Sweet Home mayors were talking about implementing a gasoline tax like Portland. Councilor Chambers addressed Mayor Don Ware about executive session information he published recently in the local paper. Mayor Don Ware did admit that he violated that trust, and apologized. He stated that he had had several conversations with Mr. McDowell and thought the information would be something the public would like to know. Councilor Chambers commented that it must be hard to keep the two things separate; functioning as a reporter and as the Mayor, but felt there is no excuse for the breach of trust.

ADJOURNMENT: *Councilor Van Sandt moved to adjourn at 8:27 p.m. Councilor Shepherd seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

June 28th, 2016

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

One liner of the month: 😊 Ask me about my vow of silence. 😊

Note: The most important section is the first one because it provides information and a brief overview of the topics to be discussed the night of Council. If an item title is **highlighted in green**, that indicates that it is part of Council Goals that are on the Council room wall or in the City budget. When you see this symbol ☒ by a topic, it means that I will talk more about it at the meeting.

"It is not enough that we do our best;
sometimes we must do what is required."
~ *Winston Churchill*

"Quality means doing it right when no one is looking."
~ *Henry Ford*

"Experience is a hard teacher because she gives the test first,
the lesson afterwards."
~ *Vern Law, Baseball Player*



AGENDA ITEMS DISCUSSION – The following items follow the order of the Agenda

6) PUBLIC HEARINGS OR PRESENTATIONS:

A. **Budget Hearing FY 2016-2017** – Mayor Ware will open the floor for public comment about the budget as proposed by the Budget Committee, just like last month. Council could choose to pass the corresponding resolutions at this time.

Items included by the Budget Committee in this FY 2016-2017 budget are below:

- ▶ Approve the Full Permanent Tax Rate – \$6.9597 per \$1,000.
- ▶ Approve the levy amount needed for the Wastewater Bond Debt – \$201,093.
- ▶ Approve the levy amount needed for the Water Bond Debt – \$58,387.
- ▶ Recommend a 3% Utility Rate Increase for the upcoming fiscal year.
- ▶ Approve Historic Use of State Revenue Sharing.
- ▶ Approve the 2016-2017 Budget as amended, including adding deposit account line items, and recommend the same to Council.

B. **Total Maximum Daily Load (TMDL)** – Public Works Superintendent Karl Frink and I are in the process of rewriting the City’s TMDL plan. We met with State officials in January who indicated that we should include all the capital projects the City has executed for documentation purposes. Staff expressed our collective, genuine concern as to the future financial implications of



City Administrator Report

such a policy and approach being promulgated by EPA. I spent a lot of time discussing this at the Budget Committee sessions primarily for documentation purposes. The State representatives indicated that they are in the process of trying to demonstrate the capital infrastructure needs municipalities are experiencing. The City will have no problem demonstrating our challenges and accomplishments clearly.



Council will visit the TMDL issue regularly each year. I hope to have the updated TMDL Plan for Council approval sometime this Summer. Along similar lines of discussion, the City is still working on issues surrounding water conservation with the State Water Master and possibly the Calapooia Watershed Council.

9) LEGISLATIVE:

- A. **Resolution 2016.13: FY 2016-2017 Budget Appropriations** – Each year Council must pass three resolutions to certify the proper passage of the budget. The City has historically accomplished this by adopting one resolution. The resolution adopts the upcoming fiscal year's budget, makes appropriations and imposes and categorizes taxes. Any changes to the budget at this point would require a special meeting of Council.



What is Council being asked to do?

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

- B. **Resolution 2016.14: Water Rates Annual Adjustments** – Each year Council passes a utility rates resolution. The Budget Committee recommends a 3% increase in both the water and sewer utilities in order to, hopefully, avoid larger rate increases for the public in the future.

What is Council being asked to do?

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

- C. **Resolution 2016.15: Sewer Rates Annual Adjustments** – Each year Council passes a sewer rate resolution. This resolution includes a 3% increase to the rates as stated above.

What is Council being asked to do?

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

- D. **Resolution 2016.16: Year End Transfers FY 2015-2016** – Each year Council passes a fiscal year end transfer resolution in order to properly account for transactions during the course of the past fiscal year that may have exceeded line item spending limits.

What is Council being asked to do?

Pass this resolution to approve these year-end transfers for accounting purposes.



- E. **Ordinance 761: Camping Rules Revision** – City Attorney Ross Williamson provided Staff with needed clarification on the camping ordinance due to several incidents over the past few years. Park Board approves and recommends passage of this new language. The new language provides the City with the proper force of law as situations arise involving campers in Pioneer



City Administrator Report

Park. The City has used this ordinance multiple times over the last few years in order to maintain continuity in the Park.

What is Council being asked to do?

Consider passing this ordinance as an emergency since camping season is in full swing.

10) ACTION ITEMS:

- A.** **Parks & Open Space Advisory Board: Recreational Immunity & Public Parks** – As previously discussed at Council, recreational immunity has been dealt a serious blow recently due to the Oregon Supreme Court's ruling in *Johnson v. Gibson*. (Included in the packet is an article from the League of Oregon Cities Local Focus magazine.) Staff is attempting to afford the City an added line of defense by passing a document about park lands. The Parks & Open Space Advisory Board and the Council have discretionary immunity which does have merit in a court of law. Most are hoping that the State Legislature will help restore most elements of recreational immunity in the next legislative session.

What is Council being asked to do?

Acknowledge, accept and approve the document recommended by the Parks & Open Space Advisory Board.

B. Bonded Debt Options

The total cost to refinance will include the Cost of Issuance plus the Underwriting Fee listed below. The range of costs will more than likely be between \$96,500 and \$116,500 to refinance all of the City's current debt. The debt term will be thirty years. All of the associated costs would be rolled into the "new" bond. The projected savings is about \$50,000 per year.

If for some reason the City is not eligible to meet the credit rating criteria, the City would owe the credit rating fee which is \$13,500.

Below Mr. Matt Donahue provided associated costs for Council's review as requested.

Hi Scott,

Here is our proposed underwriting spread/fee and estimated costs of issuance for the bond refunding. I am assuming a bond size of approximately \$6.4 to \$7 million, an underlying credit rating of at least "A-", and a final maturity of 9/1/2048. It also assumes we take the lead on drafting the preliminary official statement and credit rating process among other administrative tasks associated with the transaction.

Underwriting Fee: \$8.00 per \$1000 of bond par amount. For a bond issue of \$6.4 million that would equal \$51,200.

Costs of Issuance

Bond Counsel: \$30,000

Credit Rating Fee: \$13,500

Paying Agent: \$1,000

MDAC Fee: \$800

Total: \$45,300



City Administrator Report

Please let me know if you have any questions. I am happy to provide you information on comparable Oregon issues if you would like.

Thank you,
Matt

Hi Scott,

This calendar year there have been two comparable issues from Oregon cities in terms of size, security and credit rating since the beginning of the year:

Issuer	Size	Issue/Security	Rating	Final Maturity	Underwriting Fee	Underwriter
City of Sisters	\$6,180,000	Full Faith and Credit Refunding Bonds	A2 (equivalent to A by S&P)	12/1/2040	\$13.43/1000	Piper Jaffray
City of Redmond	\$5,580,000	Full Faith and Credit Refunding Bonds	A1 (equivalent to A+ by S&P)	6/1/2036	\$6.50/1000	D.A. Davidson

If the City were in the BBB rating category, we would propose an \$8.50/1000 to \$9.00/1000 underwriting fee and if the issue went unrated or below BBB we would propose a \$10/1000 fee. What is driving the higher fee than what you see on our prior deals of similar size is the estimated lower credit rating and the length of your issue.

Please feel free to give me a call to discuss. It's not always intuitive how the underwriting fee is set. My goal is to set a fee that is competitive in the market place while not undermining a high quality underwriting for your issue.

Here is a broader list of Oregon local government issues over the last two years.

Issuer	Dated Date	Par Amount	Underwriting Spread (\$/\$1,000)	Underwriting Spread	Final Maturity	Security	Underwriter	Taxable or Tax-Exempt	S&P	Moody's
West Linn Ore	12/16/2015	5,265,000	5.71	30,060	6/1/2035	FF&C	Piper Jaffray, Inc.	TAX-EXEMPT	AA+	
Monmouth Ore	9/9/2015	2,605,000	6.25	16,281	12/1/2031	GO	D.A. Davidson	TAX-EXEMPT	A+	
Monmouth Ore	9/9/2015	4,760,000	6.25	29,750	12/1/2031	GO	D.A. Davidson	TAXABLE	A+	
Gearheart Ore	6/11/2015	4,195,000	8.50	35,658	3/1/2025	GO	Wedbush Securities	TAX-EXEMPT	A+	
Independence Ore	5/6/2015	4,145,000	7.50	31,088	12/1/2031	GO	D.A. Davidson	TAXABLE	AA	A-
Multnomah-Clackamas Cntys Ore	4/28/2015	6,910,000	7.66	52,931	6/15/2024	GO	Piper Jaffray, Inc.	TAX-EXEMPT	AA	
Tualatin Ore	7/29/2014	4,300,000	8.76	37,668	12/1/2025	FF&C	Piper Jaffray, Inc.	TAX-EXEMPT		Aa3
Milwaukie Ore	7/29/2014	3,695,000	4.03	14,879	6/1/2034	GO	D.A. Davidson	TAX-EXEMPT		Aa2
Northern Wasco Cnty Pks & Rec	2/4/2014	3,700,000	10.00	37,000	12/15/2028	GO	Wedbush Securities	TAX-EXEMPT		

Let me know if you have any questions.



City Administrator Report

Thank you,

Matt

From 05.24.2016: Staff contacted Holly Halligan, USDA, and City Attorney Ross Williamson as directed by Council. City Attorney Ross Williamson said Council may go with a direct agreement. The law does not require a request for proposals process. He stated that it would be very difficult to compare those kinds of services across multiple providers. Council may choose to handle the situation as they see fit.

Mrs. Halligan indicated that the review the USDA provides is a quick analysis of the financial statements. She said the City can do whatever they choose when it comes to a more in depth analysis and the refinancing of the City's outstanding debt.

From 04.26.2016: D.A. Davidson Agreement – Bond Debt

The City met with Mr. Matt Donahue of D.A. Davidson to review options for the possible refinancing of City's current debt obligations. I reported at the last Council meeting that Central Linn School District Superintendent Brian Gardner asked the City to contact Mr. Matt Donahue from D.A. Davidson in Portland, Oregon for a review of a possible refinance for all general obligation debt.

Every two years the United States Department of Agriculture (USDA) reviews the City's financial status to determine if they can "graduate" from the program. The City's USDA representative, Holly Halligan, recently did an evaluation on my request due to the Committee's need to know for the upcoming budget season. Mrs. Halligan determined that the City is not eligible for graduation. She ran the numbers on current debt obligations and found that if the City was to refinance, the term would be fifteen (15) years instead of the remaining thirty (30) years. Basically, the outcome was that the City would pay close to \$250,000 more per year to retire the debt. She stated further that the interest rates are not overly high compared to what the market is currently bearing and also pointed out that the debt is "too new" to refinance to really maximize a savings. As I explained at Council, the City has been told in the past that the City would be considered a self-sustaining utility which would have serious negative implications for future bonds. Mrs. Halligan indicated that USDA has recently redefined that policy.

Mr. Donahue indicated that his firm would review all City finances to determine if the City could be rated for a match term bond for the debt. Potential savings could be between \$45,000-\$60,000. I have included some information in the agenda packet for your review.

- C. **Central Linn School District Agreement** – Council sent Mayor Ware to talk with Mr. Mark Penrod, Central Linn School Board Chair, in an attempt to get answers on the Board's plans for the Blakely Avenue property. Council also would like to see community conversations being held with the Central Linn School District about the plans for the property, otherwise the City Planning Commission could easily be placed in a difficult situation. Administrative Assistant Elizabeth Coleman attended the Central Linn School Board's meeting on June 13th, 2016. I have included her notes for your review as well.



What is Council being asked to do?

Mayor Ware should report out on his meeting with Mr. Penrod. Council should discuss options on how to more effectively engage the Central Linn School District.



City Administrator Report

From 05.24.2016: Included in the packet are the minutes from the Central Linn School Board meeting on April 11th, 2016 that show some discussion on this topic.

From 04.26.2016: Administrative Assistant Elizabeth Coleman, while attending a school related event, was recently handed a proposal for the City's review by Superintendent Gardner. The Superintendent may not have time to process the information from Willamette Neighborhood Housing Services prior to the Council meeting.

From 3.22.2016: Superintendent Brian Gardner indicated that he is awaiting a proposal from Willamette Neighborhood Housing Services (WNHS) for the Blakely Avenue property. Mr. Gardner indicated that several contingencies are included in the language put forth by the Central Linn School Board. Once he has the information, he will discuss the details with the City.

Mr. Gardner was very interested in discussing the City's current debt. Gardner suggested that the City should refinance all existing debt. I did explain to Mr. Gardner that the City reviews this regularly, most recently at the prompting of Mr. Alan Buzzard at last year's Budget Committee meetings. I recently contacted USDA to discuss refinancing. Mrs. Holly Halligan is currently reviewing the City's debt situation to determine if the City would be eligible to refinance and how a possible refinance would impact current and future funding requirements.

Superintendent Gardner asked for the City's support on this major bond measure.

Mr. Gardner said that the intention of the Blakely property is to make the situation work for everyone involved.

D. Central Linn Recreation Association Agreement

Last year Council and the Central Linn Recreation Board exercised a one year option on an organizational development agreement. I recently met with President George Frasier to discuss this agreement. Mr. Frasier felt that the partnership has been successful and would like to continue for at least another year. We shared some of the challenges and some of the rewards of this agreement. Overall, we both felt that continuing another year would be beneficial to the Rec Center. Mr. Frasier is working with School Administration to assist with Rec Center needs as well. The City hopes to work this into a positive partnership with the both the Rec Center and the Central Linn School District.



What is Council being asked to do?

Staff is recommending the continuance of this agreement for another year.

E. Library Advisory Board Candidate

The City is trying to fill a position on the Library Advisory Board. Please review the letters of interest.

11) DISCUSSION ITEMS:

- A. Mini-Council Retreat or Work Session** – I am requesting the Council schedule an hour or two to discuss Council goals and to conduct some general training. Please bring your schedule. Refer to Goals Review under Status Updates for more information.



City Administrator Report

Council and Staff have been working toward changing the organizational culture of City Hall. Jon Gordon, who is a well-known leadership consultant, says: “Culture drives expectations and beliefs; expectations and beliefs drive behavior; behavior drives habits; and habits create future actions. It all starts with culture.”

How are we doing collectively? Individually? Below are some targets we set for ourselves:

Targets

1. All for one and one for all.
2. Building effective relationships throughout the organization.
3. Controlling the things we can and not worrying about the things we cannot.
4. Creating an environment that fosters professional growth and continual improvement.
5. Developing a Staff who can easily handle change in whatever form.
6. Fostering a positive outlook and attitude.
7. Always choose happiness, empathy and understanding.
8. Understanding the unrelenting nature of public comments and actions.
9. Expectations minus reality equals disappointment.
10. Create a solutions oriented environment.
11. Developing organizational pride.



B. May Financials

NEW INFORMATION – Notable situations that have developed after the last Council meeting

- ▶ *Mayor Ware met with Central Linn School Board Chair Mark Penrod.*
- ▶ *LCSO Contract and Addendum were executed and forwarded to Sheriff Riley.*
- ▶ *Weed & Nuisance Abatement Inspections started.*
- ▶ *Insurance Renewals.*
- ▶ *Recreational Immunity and Park Board Recommendations.*
- ▶ *Attended Solid Waste Advisory Committee meeting in Albany.*
- ▶ *Participated in Linn County Sheriff's Office evaluation review process.*
- ▶ *City Attorney Lauren Sommers reports that marijuana legislation will be coming next month for the general election in November.*
- ▶ *Met with George Frasier.*
- ▶ *Participated in LCSO Event.*

GENERAL HAPPENINGS

Park Board Meeting – Administrative Assistant Elizabeth Coleman and I met with the Board to review recreational immunity implications as discussed above.

Pioneer Park & Rules Enforcement – The City has had a few incidents at the Park that required additional attention. Council is being asked to modify certain rules.



City Administrator Report



Marijuana Next Steps – City Attorney Lauren Sommers is working on developing the appropriate legislation for Council approval at the July Council meeting. Council elected to allow for a general vote as required by State Law based on Council's actions to date.

Rates, Fees & Requirements – Staff reviewed the Public Works Rates and the Planning Fees for the upcoming fiscal year. Staff is not recommending any changes to those rates or fee structures at this time. (*Current adopted resolutions, 2015.18 & 2014.15, are included in the packet for informational purposes.*) Staff is actively working with the Linn County Building Department to solve an occupancy problem the City has experienced on the last several new builds. The County has changed their process over the last few years and trying to get the City's process imbedded in their process is proving to be trickier than it probably should be.

STATUS UPDATES – Projects, proposals and actions taken by Council

Active: Canal Company Update – I will be hosting a conversation with the Canal Company Committee in July. The Committee consists of John Holbrook, Gary Shepherd, Mandy Cole, Kaye Fox and Nathan Mickelwright. The discussion will include how the City and the Canal Company may work together toward collection of dues, implementing certain requirements and executing maintenance of the canal.

From 05.24.2016: The Canal Company met on May 9th, 2016 at 7:00 p.m. in Council Chambers. Mr. John Holbrook was re-elected as President. Mr. Gary Shepherd was re-elected as Vice-President and Ms. Cindy Clark was re-elected as Secretary/Treasurer. Mrs. Fox discussed the basic themes she shared with Council at the last meeting. I explained Council's position. The outcome of the conversation was that a committee of the Canal Company was formed to further investigate the concept that has been discussed for several years. The committee will be meeting initially in June. The Canal Company set a follow-up meeting to be held in September with everyone. The Canal Company went from an umbrella insurance policy of \$2 M to \$1 M due to costs.

From 04.26.2016: The annual meeting for the Canal Company is Monday, May 2nd, 2016 at 7:00 p.m. at City Hall. Council should consider the details for what a partnership with the Canal Company would look like. It has been discussed for nearly eight years but nothing has ever moved forward. The general idea is that Council would work toward an agreement that would generate revenue through user fees based on benefit from the Canal Company's drainage way.

After looking at options that included the formation of a special district, the general consensus was to form a partnership that would identify all properties benefitting from the canal and properties using the canal for water delivery. Some property have water rights on the Calapooia River for livestock and other purposes. Water rights originate at the source of the water, not the canal.

The general concept would be to enter into an agreement with the Canal Company that would allow the City to invoice all benefitting property owners annually for insurance and maintenance purposes. Monies collected would be used to pay for the insurance, defray the electric costs and allow for funds to be set aside for the future maintenance and upkeep of the canal. The City and the Canal Company would need to agree on these elements of course.



City Administrator Report

If an agreement looked probable, the City and the Canal Company could host a series of town hall style meetings that review the details of the plan. If this is something Council wishes to pursue this concept, the City should go forth at the upcoming meeting.

From 06.23.15: I was unable to attend the meeting due to scheduling confusion on the part of the officers. Officers for the upcoming year will be John Holbrook President, Gary Shepherd Vice-President and Cindy Clark Secretary-Treasurer. Udell Engineering wants \$3,000 to check the culvert in question that was installed in 2006. Udell wants to make sure they have the data they need to determine the impact. The Company decided to move forward with talking to the City about a joint agreement that would move the mission of the Company into a workable solution that could be beneficial for all who benefit from the Mill Race.

From 05.27.14: The City continues to be willing to work toward a quasi-governmental agreement that may assist the Canal Company by better serving those who benefit from the canal.

Weed & Nuisance Abatements Update ☒ – The City ran an advertisement in *The Times* about weed abatements. Weed abatements were posted on June 8th. Two years ago the City posted 36 properties. Last year the City posted 18 properties and this year Staff posted 10 properties. The City will be executing nuisance abatements toward the end of June, first of July. Nuisance abatements will include vehicles. The City will post round two weed abatement around August 1st, 2016.

From 05.27.14: Administrative Assistant Tammi Morrow and I did the first inspection on May 23rd, 2016. This week the City will run an advertisement in *The Times* to remind residents and property owners that the City will begin enforcement on the weed ordinance.

From 04.26.2016: Staff will soon start this process for the upcoming year. I have received complaints that still remain unaddressed such as RV storage and use. Fortunately, a few of the trouble properties have new owners who have a proven track record.

Pending: Goal Review Options ☒

From 05.24.2016: Mayor Ware, Councilor Cole, Administrative Assistant Tammi Morrow and I met to discuss a few key points and policy decisions regarding Brownsville Municipal Code 15.105.030. I have included the language of the ordinance in the packet for your review. The outcome of our conversation was as follows:

- ▶ Understanding Enforcement Challenges
 - Review Common Complaints
 - Review Communications
- ▶ Reviewing Current Practices
 - Original Legislative Intent
 - Using thirty (30) days as a matter of practical application
 - Knowing the difference between RV maintenance and living situations
- ▶ Dealing with Repeat Offenders
 - Several Properties
 - Move to Enforcement
- ▶ Creating an Enforcement Procedure with Linn County Sheriff's Office
 - Create Procedure
 - Municipal Court's Role





City Administrator Report

- ▶ **Begin Enforcing Right-of-Way Parking**
 - Ordinance Exists
 - Incorporate 2016 Inspections
 - Millhouse Street Scenario

We would like to have a conversation around these ideas with the hope that an outcome will come forward from Council. We feel that we have the 'force of law' we just want to make sure that this is the direction Council is comfortable with pursuing.

From 03.22.2016:

Staff will give a brief presentation to review the options from the 2016 Retreat Report below:

'Section III. Future Considerations

Possible Brownsville Municipal Code (*ordinance*) modifications, changes or additions include:

- A. **Right-of-Way (ROW) Mowing** – Public Works spends a lot of time mowing ROW that citizens could take care of as it abuts their property.
- B. **ROW Storage** – Citizens are storing half-bed pickup trucks full of trash, junk vehicles, boats and recreational vehicles on the public right-of-way. Should some or all of these items should be stored on private property?
- C. **ROW Infringements** – Develop an ordinance that details existing private property such as sheds, garages, porches and landscaping that are infringing on the public ROW. Define a notification system which will communicate with infringing property owners about their responsibilities for these infringements. Private property cannot be rebuilt on the public ROW. Private property can be removed by the City for any reason; mainly involving a public project. The City is not responsible for replacing any of said property.
- D. **Nuisance Improvements** – Council has had several properties including 903 Ash Street and 108 E. Blakely that were cleaned up through the use of the Unenumerated section of the Brownsville Municipal Code. Council should consider addressing those kinds of similar situations so that there is a better, more efficient process. Other possible items include: a) consider changing noticing requirements, b) the use of tarps, c) defining junk in backyards, d) better define what constitutes a nuisance, and e) specifically address greenhouse structures that are not being maintained or used for their intended purpose.
- E. **Weeds Improvements** – Acre lots and the mowing strip requirements.
- F. **Trash & Rubbish Nuisance** – Change notice requirements and define a better process.
- G. **Attractant Nuisance** – Develop a penalty for people randomly feeding wildlife, stray animals and pets.
- H. **Junk Vehicles** – Consider revamping the current ordinance.
- I. **Noise Mitigation** – Does Council wish to consider adopting rules for noise?
- J. **Animals** – Should the City Limit the number of chickens, prohibit swine, bovine and sheep?



City Administrator Report

Strategy – Council should consider policy development in these ten areas. Does Council want to address all ten? Part of the items? Are there other areas or items to include? Once that is determined, Council should create a time frame for identified ordinances to be developed and considered for adoption.’

Staff & Council would like to develop a strategy for future policy considerations.

Stand by Me Celebration – Staff met with Mrs. Linda McCormick regarding the items from last Council meeting. Those items included the following:

- ▶ Opening City Hall from 10:00 a.m. to 4:00 p.m. so folks can see the Castle Rock sign.
Outcome: Mrs. McCormick will be providing a volunteer to watch the foyer.
- ▶ Officially blocking off a section for the movie crew’s truck around the east baseball diamond.
Outcome: Public Works Superintendent Karl Frink will move rocks to accommodate this request while keeping it open for the movie crew.
- ▶ Blocking people from parking on the east baseball diamond; people got through last Fourth of July. If that should happen, it would interfere with the showing of the movie.
Outcome: The City is working on a cost effective way to prevent this from happening.
- ▶ Allow the Park Caretakers to open the gate by the Stage for the band.
Outcome: The Caretakers will be able to allow access for the band as needed.
- ▶ Using Library Park as a bus stop.
Outcome: Mrs. McCormick has a plan for the bus stop. The City approved her use of the area she requested.



Active: Recreational Vehicles ☑ – Staff will have some information to share regarding RV placement and coordination efforts.

From 05.24.2016: Mayor Ware, Councilor Cole, Administrative Assistant Tammi Morrow and I met last Thursday to discuss recommendations or points for Council to consider. Below is what we discussed...

Active: Economic Development – The Go Team is working on finalizing a proposal for public review. The Go Team is attempting to steady the effort after losing Craig Martin as the Sweet Home City Manager.

From 11.24.2015: Mayor Ware and I will be hosting a luncheon with Sweet Home and Lebanon to talk about the efforts of the Go Team, associated with the Ford Foundation, on November 20th, 2015. We will provide an oral report.

Active: Visit Linn Coalition (VLC) Update – **From 03.22.2016:** VLC will be sending out fundraising letters soon. The group is working on a contract with Albany Visitors Association and an updated website.

Park Rules ☑ – Every year, once the weather changes for the better, the City experiences situations that arise when Pioneer Park starts being used more regularly by more people. The City has rules in order to treat all people equally. Since we are a small town, sometimes residents put the officials and the staff



City Administrator Report

in difficult situations. It is important for Council to review these situations occasionally so that both the officials and Staff can correct situations before they turn into problems that last all Summer long.

Complete: Mayflies – Advanced Mechanical is experiencing a lot of mayflies this year. I reported at the last Council meeting that Public Works Superintendent Karl Frink and I visited with AMI staff several years ago about the same concern. Administrative Assistant Tammi Morrow and I met with AMI staff about a month ago. I have dropped off the same info each visit. Oregon State University Extension and all other research says to install yellow colored lights as to not attract mayflies. Research also suggested installing a UV light designed to kill mayflies.

AMI Staff felt that it was a City issue because the mayflies are coming from the lagoons. The City is not arguing about the source of the mayflies. They could certainly be coming from the lagoons and the Calapooia River. Public Works Superintendent Karl Frink is at the South Wastewater Treatment Plant daily, and reports the mayflies are about the same as they have been for the last fifteen years. One point that can be very contentious is that the City lagoons were there before AMI. AMI has been extraordinary community partner over the years by doing many community deeds without compensation. We love AMI.

I checked in with the Department of Environmental Quality (DEQ) about the mayfly issue. Mr. Bob Dicksa is the City's regional representative. Karl and I wanted to see what DEQ's experience has been with mayflies. Mr. Dicksa said that treating larvae with pesticide is not recommended by DEQ. Byproducts of pesticides can potentially put the City at risk of violating the NPDES permit. Mr. Dicksa said that additional testing requirements would be mandatory. I asked about the possibility of stocking the lagoons with fish that would eat the larvae. Mr. Dicksa said that DEQ did not necessarily have a problem with that idea, but it would be costly. The City would have to install fish screens and take other precautions to ensure the health of the lagoons.



The answer is that AMI should take their own measures to control the mayflies, perhaps even hiring an extermination service.

ITEMS PENDING – Tabled or On Hold

Pending: Park Board Recommendation – **From 04.26.2016:** Staff is working toward the removal of street trees on Spaulding Avenue from the east side of the Fitness Center porch to the end of the row before Menefee Trail. Staff is working with landscape experts to develop a street tree plan for Main Street between Kirk Avenue and Stanard Avenue.

From 09.22.15: Parks & Open Space Advisory Board is waiting on information from Staff regarding project possibilities for street trees downtown.

From July 2015 Meeting: The Park Board has discussed this issue for over five years. The chief problem is that the trees are part their useful life and have caused damage to the sidewalks. The Board originally looked at street tree grates as a solution but the option is costly. The Board asked the Staff to look into possible funding options for this kind of project.

Pending: Emergency Contractor Resolution Concept – **From 06.23.15:** Attempting to organize an effort has proven to be too difficult. The City needs a larger community buy-in to really tackle the public education piece.



City Administrator Report

From 11.25.2014: Staff is planning to host a meeting to discuss this and other concepts with a group of individuals who are interested in helping the City work in this effort. Staff is dealing with false comments that came out regarding the Brownsville Rural Fire District. The City seeks only to work with community stakeholders and partners on these issues in the future. Cooperation is the hallmark of this effort.

Pending: S. Oak Street Drainage – From 10.27.2015: The City will be forwarding a letter explaining the required tap again to the property owner once Public Works completes the extension.

Pending: Council Pictures Concept – From 05.26.15: I would like Council to consider photographs for the website.

Pending: Utility & General Ledger Software – From 11.24.2015: Staff is still exploring options. The overall costs for the software and impending data conversion is a major undertaking.

From 05.26.15: Staff needs to add a few more dollars to the budget to make this work properly and the timing for this project is off. I will be discussing this in the Budget Committee meeting.

PAST MEETINGS – Memory Information

Moody Court & Unenumerated Nuisance – Overall the cat numbers are staying low.

Colo. feral cat tests positive for bubonic plague

Health officials in Delta County, Colo., are warning residents to avoid wildlife and protect themselves from fleas after the bubonic plague was confirmed in a feral cat in the area's first case in more than a decade. People feeding the cat noticed the animal became lethargic and had pustules, and they sought veterinary care for the animal.

[The Daily Sentinel \(Grand Junction, Colo.\) \(6/2\)](#)



From 11.25.2014: The City has paid out \$2,875 to have cats removed from the neighborhood. The City forwarded the letter that is part of the packet at the request of Council. Staff will have an oral report for the meeting.

Stalled: Garbage Language – From past meetings: Trash is starting to become a problem around town again. Below is the City of Albany's language that may be useful:

18.30.260 Accumulation of rubbish or garbage.

All exterior property and premises, and the interior of every structure, should be free from any accumulation of rubbish or garbage so as not to harbor insects and rodents, produce dangerous or offensive gases, odors and bacteria, or other unsanitary conditions, or create a fire hazard. (Ord. 5647 § 1 (Exh. C), 2006).

18.30.265 Disposal of rubbish.

Every occupant of a structure should dispose of all rubbish or garbage in a clean and sanitary manner by placing such rubbish or garbage in containers which are free from holes and covered with tight-fitting lids. (Ord. 5647 § 1 (Exh. C), 2006).

The City would also need to consider a time frame that is appropriate and a procedure to abate quickly. If this sounds better, Staff can proceed with further research.

Pending: Medical & Recreational Marijuana Discussion – From 04.26.2016: Staff has had conversation with legal representatives this month.



City Administrator Report

From 11.24.2015: The City will need to work on information for the March Newsletter regarding the November 2016 vote and pending ordinance.

From 09.22.15: Planning to address an explanation for the upcoming City Newsletter.

From July 2015 Meeting: The cost of the advisory question election was \$130.42.

Pending: Darrin Lane & Kirk Avenue – For the history of the Kirk Avenue project, please refer to the *City Administrator Report* found in Council records from April 2016 and prior.

The Budget Committee and Council have discussed the financial implications to the City. I have discussed the need for a Local Improvement District (LID) if this project should move forward. Depending on the design of the street improvements, the City could be spending hundreds of thousands of dollars on storm water drainage improvements, moving water line connections, moving sewer line connections, adjusting manholes and other utility appurtenances. Linn County has been doing major improvements throughout the County which have depleted their financial capability to assume Kirk Avenue as part of their roadway system.

Linn County Project Advisory Committee – **From 01.26.2015:** Linn County Transportation System Plan (TSP) Project Advisory Committee (PAC) had the first meeting in a series of six total meetings over the next two years to discuss regional transportation issues and develop similar policies and land use practices. I think this will be an important piece in attempting to leverage County improvements on Kirk Avenue.

From 11.24.2015: I will be participating in a series of meeting starting in January 2016 as part of this newly formed group.

WNHS Update – Please refer citizens to the following websites for more information:

<http://www.oregonhomeownersupport.gov> & <http://w-nhs.org>

WNHS provides many home rehabilitation services and counseling for those meeting certain program requirements.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Sm".

S. Scott McDowell



Planning at a Glance

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

- | | |
|---------------------|-----------------------|
| • Lot Consolidation | Residential |
| • Fence | Residential |
| • Fence | Residential |
| • Fence | Residential (Pending) |
| • Fence | Residential (Pending) |
| • Room Conversion | Residential |
| • Land Partition | 368 Spaulding |

Planning Fees Price List

Each year the City reviews Planning Fees. In 2014, Resolution 2014.13 marked an updated list for fees such as Variances, Land Partitions, Subdivisions, etc. Upon recent review of that list, Staff would like Council to consider transferring the 2014 fees to 2016.

Elizabeth Coleman



LINN COUNTY SHERIFF'S OFFICE

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

2016

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

FOR THE MONTH OF: May

TRAFFIC CITATIONS: -----	21
TRAFFIC WARNINGS: -----	18
TRAFFIC CRASHES: -----	1
ADULTS CITED / VIOLATIONS: -----	1
ADULTS ARRESTED: -----	2
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	60
TRAFFIC HOURS-----	29
 TOTAL HOURS SPENT IN: BROWNSVILLE	 213

CONTRACT HOURS= 202 HOURS

**Bruce W. Riley,
 Sheriff, Linn County**

By: Sergeant Greg Klein

ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	ADDRESS	CITY	DESCRIPTION
5/30/16	17:48:35	INTOX SUBJ	S MAIN ST	Brownsville	No Additional Report Necessary
5/30/16	8:36:15	CHILD ABUSE REPORT	PARK AV	Brownsville	No Additional Report Necessary
5/29/16	15:49:40	Trf Equipment Viol	PARK AV	Brownsville	WARNING - EQUIPMENT VIOLATION
5/29/16	14:16:45	Trf Cell Phone Use	W BISHOP WY	Brownsville	WARNING - CELL PHONE USE VIOLATION
5/29/16	14:16:19	ALARM - POLICE	N MAIN ST	Brownsville	No Additional Report Necessary
5/29/16	4:41:08	WARRANT SERV	NORTHPOINT LOOP	Brownsville	No Additional Report Necessary
5/29/16	2:45:54	DISTB-OTHER	NORTHPOINT LOOP	Brownsville	Incident Report
5/29/16	0:02:37	Trf Equipment Viol	LOUCKS WY	Brownsville	WARNING - EQUIPMENT VIOLATION
5/28/16	23:54:14	Trf Speed Viol	WASHBURN ST	Brownsville	WARNING - SPEEDING VIOLATION
5/28/16	17:08:09	TRAFF-DUII	S MAIN ST	Brownsville	No Additional Report Necessary
5/27/16	11:32:57	DOG COMPLAINT	S MAIN ST	Brownsville	No Additional Report Necessary
5/27/16	11:13:02	SUSP-CIRCUMSTANCES	SEVEN MILE LN	Brownsville	No Additional Report Necessary
5/27/16	10:27:33	Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/27/16	9:56:27	Trf Speed Viol	WALNUT AV	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/27/16	9:43:53	Trf Agressive Driver	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/27/16	9:28:17	Trf Speed Viol	HAUSMAN AV	Brownsville	Warning issued
5/27/16	9:28:17	Trf Speed Viol	HAUSMAN AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
5/26/16	23:36:08	ALARM - POLICE	S MAIN ST	Brownsville	No Additional Report Necessary
5/26/16	7:07:44	ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
5/25/16	23:57:58	ALARM - POLICE	S MAIN ST	Brownsville	No Additional Report Necessary
5/25/16	14:54:17	VEH-ABANDONED	SPAULDING AV	Brownsville	No Additional Report Necessary
5/25/16	6:35:40	UNAUTHORIZED ENTRY TO MOTOR VEHICLE	FIELDS CT	Brownsville	Incident Report
5/24/16	18:28:46	ALARM - POLICE	TEMPLETON ST	Brownsville	No Additional Report Necessary
5/24/16	16:20:42	Trf Moving Viol	PARK AV	Brownsville	WARNING - MOVING VIOLATION
5/24/16	14:43:01	SUSP-VEHICLE	SPAULDING AV	Brownsville	No Additional Report Necessary
5/24/16	13:45:33	CRIM MISCHIEF	KIRK AV	Brownsville	No Additional Report Necessary

5/24/16	10:27:38 Trf Seatbelt	SPAULDING AV	Brownsville	CITE ISSUED - DWS/NO ODL
5/24/16	10:27:38 Trf Seatbelt	SPAULDING AV	Brownsville	Warning issued
5/24/16	10:27:38 Trf Seatbelt	SPAULDING AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
5/24/16	10:27:38 Trf Seatbelt	SPAULDING AV	Brownsville	CITE ISSUED - NO INSURANCE
5/24/16	9:56:15 Trf Agressive Driver	N MAIN ST	Brownsville	CITE ISSUED - AGRESSIVE DRIVER
5/24/16	9:09:02 Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/24/16	8:56:46 Trf Speed Viol	N MAIN ST	Brownsville	Citation issued
5/24/16	8:42:04 Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/24/16	7:53:39 SUSP-VEHICLE	S MAIN ST	Brownsville	No Additional Report Necessary
5/23/16	18:43:10 SEX OFFENSE	KIRK AV	Brownsville	No Additional Report Necessary
5/21/16	23:55:56 JUV-COMPLAINT	E BISHOP WY	Brownsville	No Additional Report Necessary
5/21/16	10:06:02 ASST-OUTSIDE AGENCY	E BLAKELY AV	Brownsville	No Additional Report Necessary
5/21/16	9:11:25 DOG COMPLAINT	PARK AV	Brownsville	CAD Report
5/21/16	8:04:15 EXTRA PATROL	N MAIN ST	Brownsville	Focus Patrol
5/19/16	15:16:41 NEGLECT	W BLAKELY AV	Brownsville	No Additional Report Necessary
5/19/16	14:12:15 WARRANT SERV	E BISHOP WY	Brownsville	No Additional Report Necessary
5/19/16	14:03:43 Trf Seatbelt	E BISHOP WY	Brownsville	CITE ISSUED - DWS/NO ODL
5/19/16	13:18:32 Trf Cell Phone Use	WASHBURN ST	Brownsville	WARNING - CELL PHONE USE VIOLATION
5/18/16	16:32:38 JUV-COMPLAINT	PARK AV	Brownsville	No Additional Report Necessary
5/17/16	17:55:30 NARCOTICS OFF	PARK AV	Brownsville	No Additional Report Necessary
5/16/16	22:44:26 Trf Equipment Viol	KIRK AV	Brownsville	WARNING - EQUIPMENT VIOLATION
5/16/16	16:56:20 JUV-COMPLAINT	PARK AV	Brownsville	No Additional Report Necessary
5/16/16	6:44:20 EXTRA PATROL	PUTMAN ST	Brownsville	Focus Patrol
5/15/16	13:26:53 ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
5/15/16	10:10:22 Trf Agressive Driver	STANARD AV	Brownsville	CITE ISSUED - SPEEDING VIOLATION
5/14/16	22:48:07 DISTB-NOISE	LOUCKS WY	Brownsville	No Additional Report Necessary
5/14/16	20:07:10 SUSP- CIRCUMSTANCES	W BISHOP WY	Brownsville	No Additional Report Necessary
5/14/16	13:46:51 ANIMAL - HORSE	KIRK AV	Brownsville	No Additional Report Necessary
5/14/16	12:05:05 ASST-OUTSIDE AGENCY	NORTHPOINT LOOP	Brownsville	No Additional Report Necessary
5/13/16	21:31:58 CRIM MISCHIEF	KIRK AV	Brownsville	No Additional Report Necessary

5/12/16	22:03:46	EXTRA PATROL	N MAIN ST	Brownsville	Focus Patrol
5/12/16	14:31:29	SUSP- CIRCUMSTANCES	ELM ST	Brownsville	Focus Patrol
5/12/16	3:17:10	SUICIDAL-SUBJECT	KAY AV	Brownsville	No Additional Report Necessary
5/11/16	12:03:11	HARASSMENT RPT	WASHBURN ST	Brownsville	No Additional Report Necessary
5/10/16	16:23:02	HARASSMENT RPT	WASHBURN ST	Brownsville	No Additional Report Necessary
5/09/16	19:49:23	CRIM MISCHIEF	E BLAKELY AV	Brownsville	Call completed
5/09/16	11:33:40	TRESPASS	LOUCKS WY	Brownsville	No Additional Report Necessary
5/09/16	11:19:58	TRESPASS	PARK AV	Brownsville	No Additional Report Necessary
5/09/16	1:46:16	SUSP-PERSON	PARK AV	Brownsville	No Additional Report Necessary
5/09/16	1:25:23	EXTRA PATROL	OAK ST	Brownsville	Focus Patrol
5/09/16	0:39:28	SUSP-PERSON	S MAIN ST	Brownsville	No Additional Report Necessary
5/08/16	15:00:55	SUSP-PERSON	PARK AV	Brownsville	No Additional Report Necessary
5/08/16	11:13:57	ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
5/07/16	22:09:14	HARASSMENT RPT	KIRK AV	Brownsville	No Additional Report Necessary
5/07/16	17:12:03	ALARM - POLICE	N MAIN ST	Brownsville	No Additional Report Necessary
5/06/16	21:50:50	DOG COMPLAINT	WASHBURN ST	Brownsville	CAD Report
5/05/16	16:18:09	THEFT-RPT	TEMPLETON ST	Brownsville	Incident Report
5/05/16	6:40:52	DOG COMPLAINT	KIRK AV	Brownsville	No Additional Report Necessary
5/04/16	19:41:21	CHILD ABUSE REPORT	KAY AV	Brownsville	Incident Report
5/04/16	18:46:34	INFORMATION REQUEST/REPORT	N MAIN ST	Brownsville	No Additional Report Necessary
5/04/16	17:30:32	TRAFF-OTHER VIOL	S MAIN ST	Brownsville	No Additional Report Necessary
5/04/16	15:53:55	MVC-HIT & RUN	PARK AV	Brownsville	No Additional Report Necessary
5/04/16	12:51:19	TRAFF-OTHER VIOL	NORTHPOINT LOOP	Brownsville	No Additional Report Necessary
5/03/16	11:45:05	CRIM MISCHIEF	N MAIN ST	Brownsville	No Additional Report Necessary
5/03/16	11:43:26	NEGLECT	E BLAKELY AV	Brownsville	No Additional Report Necessary
5/03/16	1:17:08	PROWLER *THERE NOW*	FISHER ST	Brownsville	No Additional Report Necessary
5/03/16	0:14:54	SECURITY CHECK	CALAPOOIA AV	Brownsville	No Additional Report Necessary
5/02/16	21:08:42	THEFT-RPT	E BLAKELY AV	Brownsville	No Additional Report Necessary
5/02/16	16:33:44	ASSAULT REPORT	KIRK AV	Brownsville	No Additional Report Necessary
5/02/16	13:11:40	CUSTODIAL INTERF	KIRK AV	Brownsville	No Additional Report Necessary
5/01/16	1:19:48	ALARM - POLICE	W BISHOP WY	Brownsville	No Additional Report Necessary

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR MAY 2016**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	40	3	5	38	
Violations	6	21	5	22	
Contempt/Other	34	2	7	29	
TOTALS	80	26	17	89	

BALANCE SHEET FOR THE MONTH

Court Revenue

Court Payments

Total Deposits +	\$ 1,835.50	City	\$ 1,103.50
Total Bail Forfeits +	\$ -	Restitution	\$ 150.00
Total Bail/Bank Fees -	\$ -	Oregon Dept Revenue	\$ 342.00
Total Bail Held -	\$ (160.00)	Linn County	\$ 80.00
* Total Refund/Rest -	\$ -	State Misc.	\$ -
Total NSF's -		DUII Surcharge	\$ -

TOTAL COURT REVENUE

\$ 1,675.50

TOTAL COURT PAYMENTS

\$ 1,675.50

Credit given for Community Service \$ -

Other Credit Allowed Against Fines \$ -

TOTAL NON-REVENUE CREDIT ALLOWED **\$ -**

TOTAL CASH PAYMENTS TO:

CITY	\$ 1,103.50
STATE	\$ 342.00
COUNTY	\$ 80.00

*REFUND/RESTITUTION \$ 150.00

ACCOUNTS RECEIVABLE:

BEGINNING	\$ 1,483.87
ENDING	\$ 1,991.39



Library Advisory Board

Librarian's Report

May 2016

Here are a few facts about our library the month of May 2016. We have received 53 new books for the library. Volunteers donated 175.5 hours to our library. There were 1,148 materials checked out. 360 adult fiction books; 133 adult non-fiction books; 77 audio books; 278 children's books; 215 junior books; 36 junior reference books and 46 large print books.

This month I did a little book shopping at Costco, again. It is always a pleasure to save the City a couple dollars in postage while I am out and about. These books are included in the new books received for the Library. I am always interested in what patrons would like to read next. I also ordered Summer Reading Program gift books from a new source First Book Marketplace. By purchasing with First Book almost all of the SRP participants will all be able to receive a new gift book as opposed to each family.

On an unhappy note, the circulation computer crashed. So much so, that we lost all data from April 17, 2016 through May 10, 2016. The City ended up purchasing a new computer for this dedicated purpose and we are now up and running and most of the books are accounted for. It was a bit hectic for about a week.

Respectfully submitted,

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

Sherri Lemhouse
Librarian



2015-2016 Council Goals

Goals 2015-2016

1. Focus on the Fundamentals.
 - *Protect Brownsville's Treasury.*
 - *Active Capital Improvements Plan Implementation.*
 - *Foster Cooperative & Productive Relationships in the community and with County, State & Federal Agencies.*
2. Water Rights.
 - *Explore Possible Water Source Options.*
 - *Continually work on perfecting Water Rights.*
3. Economic Development Plan.
 - *Discuss Land Options with McFarland Cascade.*
 - *Participate in Regional Efforts & Opportunities.*
 - *Support Youth Activities in Cooperation with CLRA.*
4. Community Development Plan.
 - *Refine Zoning Rules & Requirements.*
 - *Consider & Adopt New Policies & Standards.*
 - *Finish & Implement a Sidewalk Program.*
 - *Improve Partnerships with CLSD.*
5. Capital Improvements Plan.
 - *Execute 2015 Water Improvements Project Contracts.*
 - *Plan & Construct Downtown Wastewater & Stormwater Improvements.*
 - *Estimate City portion of Kirk Avenue Improvements.*
6. Organizational Development.
 - *Implement Accountability System for all Officials.*
 - *Focus on Council Development.*
7. Emergency Preparedness Plan.
 - *Compose a Written Emergency Plan.*
 - *Work with Area Partners on a continual Community Education Program.*
 - *Develop Agreements with Community Partners.*

GOALS PROGRESS UPDATE

1. Focus on the Fundamentals.
 - *Protect Brownsville's Treasury.*
 - *Active Capital Improvements Plan Implementation.*
 - *Foster Cooperative & Productive Relationships in the community and with County, State & Federal Agencies.*



2015-2016 Council Goals

Plan: Staff will continue to strictly adhere to the annually adopted budget working within the necessary parameters to keep rates as low as possible while providing vital services effectively. Staff will execute the planned projects found in the FY 2015-2016 budget as time and priority allow.

Staff will bid, construct and complete the 2015 Waterline Project. Staff will plan for and execute the engineering for the redevelopment of sewer lines in Old Town Commercial for the next fiscal year.

Staff will continue to strive for excellence in all relational aspects of service delivery. McDowell serves on the State's OPRD Grant Advisory Committee, the Visit Linn Coalition, the Ford Foundation's Go Team Effort and works with CIS and the LOC as needed. Frink works with various groups including 811.

June 2016 Update: The 2015 Water System Improvements Project came in on budget but a little over time due to an issue with the GR 12 pump. Public Works Superintendent Karl Frink did an outstanding job providing inspection services for this important project.

Staff is executing at a very high level. Projects are executed with precision. Many members of the Staff participated in new ways to learn new skills and build overall capacity for the City.

Council does a great job navigating through tough decisions to honor the wishes of the Budget Committee and to honor the taxpayers while getting a lot of projects accomplished.

Staff continues to work on regional economic development plans with other municipalities as well as Linn County.

The Willamette Country Music Festival (WCMF) had a banner year and the cooperation with Linn County was nearly flawless.

2. Water Rights.

- *Explore Possible Water Source Options.*
- *Continually work on perfecting Water Rights.*

Plan: Currently working on the redevelopment of the GR12 well site east of the Main Street Bridge. Council has determined that this water source would double the current water capacity for the City. The City will continue exploring additional resources such as procurement of upstream water rights and other possibilities that exist in other areas of Brownsville.

June 2016 Update: City Engineer Jon Erwin and Staff continue to work on this important process. The completion of GR 12 aides greatly in this process. The City is in the process of exploring other water resource options.

3. Economic Development Plan.

- *Discuss Land Options with McFarland Cascade.*
- *Participate in Regional Efforts & Opportunities.*
- *Support Youth Activities in Cooperation with CLRA.*

Plan: Continue working with East Linn communities and the Ford Foundation. The Go Team proposal is gaining public exposure. Continue working with the Brownsville Chamber of Commerce, Visit Linn



2015-2016 Council Goals

Coalition and the Bi-Mart Willamette Country Music Festival to drive local financial viability of businesses. McFarland Cascade is currently using their entire property and looking to possibly add more. The land that has been thought of as a possible 'industrial park' has recently been purchased for the purpose of growing grapes. The new owner has the entire property planted.

Council needs to determine the next course of action as it relates to the CLRA organizational development agreement. Continue to work with the CLRA to develop and strengthen youth activities as a vital community amenity.

Definition: The two chief focuses of Economic Development are 1) retaining existing business and 2) attracting new business.

June 2016 Update: Staff directing private parties discuss land purchase & development options with McFarland Cascade. Staff has encountered a few problems with the continued implementation of services with the CLRA. Staff is overly involved with projects regionally; working on the Visit Linn Coalition, the Ford's Go Team, the East Linn Cohort through the Ford Foundation, working with the State and Linn County on opportunities. Administration changes in Sweet Home may delay some of the implementation efforts of the regional strategy. Staff has meet with Cascade West Council of Governments leadership to discuss opportunities as well.

4. Community Development Plan.

- *Refine Zoning Rules & Requirements.*
- *Consider & Adopt New Policies & Standards.*
- *Finish & Implement a Sidewalk Program.*
- *Improve Partnerships with CLSD.*

Plan: Council would like to continue looking at ways to effect overall livability including right-of-way management. Install sidewalk into Pioneer Park from the Rec Center. Fully develop the City's sidewalk inventory plan getting the plan ready for approval by Council. Continue to try to develop an effective working relationship with the CLSD to assist with their community development plans.

June 2016 Update: Council needs to finish the action plan pertaining to this goal. The sidewalks have been extended into Pioneer Park from the Rec Center. City Hall sidewalks and improvements are completed. The overall City-wide sidewalk program is still pending. Council has been working with the Central Linn School Board on possible options for the Board's property on Blakely Avenue. The Central Linn School Superintendent and Board has not answered Council's questions about the property or any future agreement. Please see Council agenda packets for more detailed information. Mayor Ware was asked by Council to move forward with a meeting with Central Linn School District's Board President Mark Penrod to discuss the implications of the School's imminent deal with Willamette Neighborhood Housing Services for the Blakely Avenue property.

5. Capital Improvements Plan.

- *Execute 2015 Water Improvements Project Contracts.*
- *Plan & Construct Downtown Wastewater & Stormwater Improvements.*
- *Estimate City portion of Kirk Avenue Improvements.*
 - Wastewater Treatment & Collections



2015-2016 Council Goals

- Council has budgeted for a well for the South Plant.
- Council understands that nearly 45% of the collection lines are in need of replacement.
- Kirk Avenue Improvements
 - Council has determined that the first block of Kirk from Main Street to Averill Street will be fully reconstructed with sidewalks, curb and gutter improvements. The remainder of Kirk Avenue will be a grind and overlay project.
 - Council's only other alternative is to execute the project as a City project and assess all abutting property owners according to the project cost.

June 2016 Update: The 2015 Water System Improvements project is complete. Staff is exploring options with the storm water concern downtown; this particular project may be another year out in terms of funding for construction. Linn County is currently working on a Transportation System Plan (TSP) that will determine if Kirk Avenue will be funded or not. The TSP process will take over a year to complete and Council will want to attend certain meetings over the course of this year to advocate for Kirk Avenue. Kirk Avenue will cost the City a lot of money to improve even with the County doing a majority of the paving improvements. Depending on the design of the project, the City could be required to install additional storm water lines, adjust sanitary sewer manholes, adjust water services and sanitary sewer services.

6. Organizational Development.

- *Implement Accountability System for all Officials.*
- *Focus on Council Development.*

Plan: Council recognizes the need for additional training & development. Council will continue to improve individually in their role as community leaders working together to accomplish shared organizational goals with Staff. Council implement accountability aspects of all officials both elected and appointed. Proper training and execution of responsibilities is vital for the overall health of the organization.

June 2016 Update: Council may need to have a mini-retreat session this summer to regroup and refocus a few issues.

7. Emergency Preparedness Plan.

- *Compose a Written Emergency Plan.*
- *Work with Area Partners on a continual Community Education Program.*
- *Develop Agreements with Community Partners.*

Plan: A larger community effort is necessary for this task. Staff will work on the internal plan for the City.

June 2016 Update: Mr. Norman Simms has agreed to be the Volunteer Emergency Preparedness Coordinator. Mr. Simms will work with Staff to develop strategy and form a committee to assist implementation efforts as laid out by ordinance. Council has a plan in place for the active implementation of this goal through 2016.



2015-2016 Council Values

Note: I have divided Council Values and Council Goals for the sake of convenience for the agenda packet.

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. Brownsvillians 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.



2015-2016 Council Values

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

1. ***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.
2. ***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.
3. ***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.

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



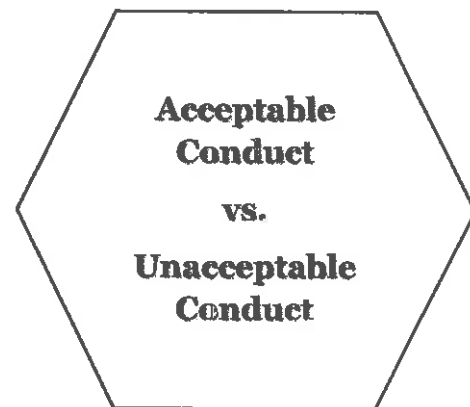
2015-2016 Council Values

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





RESOLUTION NO. 2016.13

RESOLUTION ADOPTING A BUDGET

BE IT RESOLVED that the Council for the City of Brownsville hereby adopts the budget for Fiscal Year 2016-17 in the sum of \$4,621,609, including transfers totaling \$21,800, or \$4, 599,809; now on file at City Hall.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1st, 2016 and for the purposes shown below are hereby appropriated:

GENERAL FUND

Administration	\$	289,550
Parks & Cemetery	\$	184,000
Community Room	\$	6,700
Library	\$	139,510
Law	\$	235,065
Operations	\$	300,950
Transfers (Out)	\$	0
Unappropriated	\$	<u>41,490</u>
Fund Total	\$	1,197,265

WATER FUND

Administration	\$	262,150
Operations	\$	351,600
Transfers (In)	\$	0
Unappropriated	\$	<u>34,600</u>
Fund Total	\$	648,350

SEWER FUND

Administration	\$	228,325
Operations	\$	258,600
Transfers (Out)	\$	20,000
Unappropriated	\$	<u>99,225</u>
Fund Total	\$	586,150

STREET FUND

Personal Services	\$	114,900
Materials & Services	\$	76,900
Capital Outlay	\$	158,000
Transfers (Out)	\$	1,800
Unappropriated	\$	<u>32,000</u>
Fund Total	\$	383,600

BUILDINGS & EQUIPMENT

Capital Outlay	\$	0
Unappropriated	\$	<u>401,500</u>
Fund Total	\$	401,500

TRANSIENT ROOM TAX

Capital Outlay	\$	3,800
Unappropriated	\$	<u>600</u>
Fund Total	\$	4,400

COMMUNITY PROJECTS

Capital Outlay	\$	35,000
Unappropriated	\$	<u>121,500</u>
Fund Total	\$	156,500

SEWER BOND

Bond Payments	\$	354,175
Unappropriated	\$	<u>22,000</u>
Fund Total	\$	376,175

WATER BOND

Bond Payments	\$	54,927
Unappropriated	\$	<u>30,076</u>
Fund Total	\$	85,003

CEMETERY TRUST

Unappropriated	\$	<u>68,025</u>
Fund Total	\$	68,025

LIBRARY TRUST

Unappropriated	\$	<u>5,931</u>
Fund Total	\$	5,931

HOUSING REHABILITATION

Unappropriated	\$	<u>199,875</u>
Fund Total	\$	199,875

LAND ACQUISITION

Unappropriated	\$	<u>9,972</u>
Fund Total	\$	9,972



RESOLUTION NO. 2016.13

WATER SDC		Fund Total	\$	53,126
Unappropriated	\$ 74,145			
Fund Total	\$ 74,145	SEWER SDC		
		Capital Outlay	\$	100,000
WATER SYSTEM RESERVE		Unappropriated	\$	173,965
Unappropriated	\$ 59,229	Fund Total	\$	273,965
Fund Total	\$ 59,229	BIKEWAY/FOOTPATH		
		Unappropriated	\$	38,398
STORMWATER SDC		Fund Total	\$	38,398
Unappropriated	\$ 53,126			

Note: Funds above include unappropriated balances to eliminate confusion based on past experience.

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 \$58,387 for Water Bond Debt Service; and in the amount of \$201,093 for Sewer Bond Debt Service; and that these taxes are hereby imposed and categorized for tax year 2016-2017 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/\$1000	0
WATER BOND DEBT SERVICE FUND	0	\$ 58,387
SEWER BOND DEBT SERVICE FUND	0	\$ 201,093
DELINQUENT SEWER ASSESSMENT	0	\$ 5,862.90

Passed and adopted by the Council of the City of Brownsville this 28th day of June, 2016.

Attest:

Don Ware
Mayor

S. Scott McDowell
Budget Officer/City Administrator



RESOLUTION NO. 2016.14

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR '16-'17 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 ¾" 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	\$ 1,200.00
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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.	\$ 23.97
Additional From	301 - 600 c.f.	\$ 1.56 per hundred c.f.
	601 - 1000 c.f.	\$ 1.74 per hundred c.f.
	1001 - 1500 c.f.	\$ 1.79 per hundred c.f.
	1501+ c.f.	\$ 1.91 per hundred c.f.

Out-of-City

Base Rate	0 - 300 c.f.	\$ 35.96
Additional From	301 - 600 c.f.	\$ 2.02 per hundred c.f.
	601 - 1000 c.f.	\$ 2.25 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.47 per hundred c.f.
	1501+ c.f.	\$ 2.52 per hundred c.f.

Water Capital Improvement Fee	\$2.50
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METER TEST FEE

Flow test deposit*	\$ 40.50
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RESOLUTION NO. 2016.14

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

TURN-OFF FEE

Customer Requested Turn-off	\$ 15.00
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ACCOUNT DEPOSIT

New Accounts	\$ 100.00
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RESTORATION CHARGE

City Initiated Turn-off	\$ 15.00
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DELINQUENT ACCOUNTS

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

RETURNED CHECK CHARGE

<i>Each Check Returned by Bank</i>	<i>\$ 30.00</i>
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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, 2016 upon being passed and approved by the City Council.

Passed and approved by the City Council this 28th day of June, 2016.

Attest:

Mayor Don Ware

City Administrator S. Scott McDowell



RESOLUTION NO. 2016.15

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR 2015-2016 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 contract requirements with the State's Infrastructure Finance Authority (IFA) formerly known as the Oregon Economic & Community Development Department (OECDD) and the United States Department of Agriculture – Rural Utilities Service (USDA-RUS),

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.	\$ 32.68
	400 - 500 c.f.	\$ 38.43
	600 - 800 c.f.	\$ 41.52
	900 + c.f.	\$ 45.86
Sewer Only		\$ 41.52

**RESOLUTION NO. 2016.15**

Out-of-City Sewer Charges	\$ 49.63
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	\$ 100.00
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RETURNED CHECK CHARGE

<i>Each Check Returned by Bank</i>	\$ 30.00
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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, 2016.

Passed by the City Council on this 28th of June, 2016.

Mayor Don Ware

Attest:

City Administrator S. Scott McDowell

RESOLUTION NO. 2016.16**A RESOLUTION AUTHORIZING TRANSFERS WITHIN CERTAIN FUNDS FOR THE FISCAL YEAR 2016-2017 BUDGET**

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

WHEREAS, several line items are over spent 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:

Transfer From:**Transfer To:****General Administration**

100.010.950.000.00.00 Contingency
100.010.950.000.00.00 Contingency

100.010.619.000.00.00 Misc. (Refunds & Reimburse)
100.010.627.000.00.00 Legal

Amount:

\$500

\$800

Total \$1,300**Parks, Rec & Cemetery**

100.020.950.000.00.00 Contingency

100.020.651.000.00.00 Electricity

\$2,300

Total \$2,300**Law**

100.050.950.000.00.00 Contingency

100.050.649.000.00.00 Public Defenders

\$2,135

Total \$2,135**General Fund - Operations**

100.060.950.000.00.00 Contingency

100.060.646.000.00.00 Build. Dept. Contract

\$3,000

Total \$3,000**Water - Administration**

200.010.950.000.00.00 Contingency

200.010.615.000.00.00 Permits & Fees

\$150

200.010.950.000.00.00 Contingency

200.010.676.000.00.00 Education

\$150

Total \$300**Water – Operations**

200.060.950.000.00.00 Contingency

200.060.649.000.00.00 Misc (Service Contracts)

\$150

Total \$150**Sewer – Administration**

210.010.950.000.00.00 Contingency

210.010.616.000.00.00 Refunds & Reimburse

\$150

210.010.950.000.00.00 Contingency

210.010.627.000.00.00 Legal

\$150

210.010.950.000.00.00 Contingency

210.010.665.000.00.00 Office & Oper. Supplies

\$150

210.010.950.000.00.00 Contingency

210.010.676.000.00.00 Education & Certification

\$150

Total \$600**Total Amount Transferred \$9,785**

PASSED AND ADOPTED by the City Council of the City of Brownsville this 28th day of June 2016.

Don Ware, Mayor

ATTEST:

S. Scott McDowell, City Administrator



Ordinance Revision

ORDINANCE NO. 761

AN ORDINANCE AMENDING TITLE 8 OF THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 8, SECTION 8.20.060; CAMPING

Current Ordinance Language:

8.30.060 Noxious vegetation.

- A. Overnight camping is allowed in Pioneer Park for a period of up to 10 days within any calendar year without prior approval of the City Administrator. Camping in all other public parks is prohibited.
- B. Fees for overnight camping shall be set by resolution of the City Council of the City of Brownsville. It will be a violation of this chapter to occupy or use an overnight campsite, or other park accommodations for which a fee is charged, without paying the fee or charges. The Park Caretaker or other person designated by the City Administrator will collect camping fees daily unless other arrangements are made through City Hall.
- C. Overnight camping is allowed only in designated areas.
- D. Campsite and equipment may not be left unattended for more than a 24-hour period.
- E. No utilities or services will be provided to any campsite. [Ord. 633 § 1, 1995; Ord. 625 § 6, 1981; 1981 Compilation § 4-3.6.]

Proposed Changes:

- A. No person shall camp or park overnight in any area within a City park. Notwithstanding the foregoing, a person may camp overnight in Pioneer Park for up to 10 days within any calendar year in an area specifically designated by the City.
- B. Fees for overnight camping shall be set by resolution of the City Council of the City of Brownsville. It is a violation of this chapter for any person to occupy or use an overnight campsite, or other park accommodations for which a fee is charged, without paying the fee or charges. The Park Caretaker or other person designated by the City Administrator will collect camping fees daily unless other arrangements are made through City Hall.
- C. Campsite and equipment may not be left unattended for more than a 24-hour period.
- D. No utilities or services will be provided to any campsite.



Ordinance Revision

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this 28th day of June, 2016.

Mayor

City Administrator

**Budgeted
Expenditures & Resources
Tax Rate Calculation
2016-2017**

**City of Brownsville
Budget Year: 2016-2017**

	Taxes 2013-2014	Taxes 2014-2015	Taxes 2015-2016	FUND	Total Resources	Total Expenditures	Unappropriated Ending Balance	Taxes Needed To Balance
1	\$541,301	\$564,064	\$590,819	100 GENERAL	\$1,197,265	\$1,155,775	\$41,490	\$619,980
2	\$0	\$0	\$0	200 WATER	\$648,350	\$613,750	\$26,050	\$0
3	\$0	\$0	\$0	210 SEWER	\$586,150	\$486,925	\$90,075	\$0
4	\$0	\$0	\$0	300 STREETS & DRAINAGE	\$383,600	\$351,600	\$32,000	\$0
5	\$0	\$0	\$0	400 DEBT SERVICE	\$0	\$0	\$0	\$0
6	\$0	\$0	\$0	600 HOUSING REHABILITATION	\$199,875	\$0	\$199,875	\$0
7	\$0	\$0	\$0	850 CEMETERY TRUST	\$68,025	\$0	\$68,025	\$0
8	\$0	\$0	\$0	905 SEWER CONSTRUCTION	\$0	\$0	\$0	\$0
9	\$0	\$0	\$0	800 LIBRARY TRUST	\$5,931	\$0	\$5,931	\$0
10	\$0	\$0	\$0	750 BIKEWAY/FOOTPATH	\$38,398	\$0	\$38,398	\$0
11	\$0	\$0	\$0	700 WATER SDC	\$74,145	\$0	\$74,145	\$0
12	\$0	\$0	\$0	500 BUILDING & EQUIPMENT	\$401,500	\$0	\$401,500	\$0
13	\$0	\$0	\$0	875 TRANSIENT ROOM TAX	\$4,400	\$3,800	\$600	\$0
14	\$0	\$0	\$0	916 COMMUNITY PROJECTS	\$156,500	\$35,000	\$121,500	\$0
15	\$0	\$0	\$0	550 WATER SYSTEM RESERVE	\$59,229	\$0	\$59,229	\$0
16	\$0	\$0	\$0	911 LAND ACQUISITION	\$9,972	\$0	\$9,972	\$0
17	\$54,928	\$54,928	\$54,928	450 WATER BOND	\$86,003	\$54,927	\$30,076	\$54,927
18	\$263,892	\$200,000	\$180,000	460 SEWER BOND	\$376,175	\$354,175	\$22,000	\$200,000
19	\$0	\$0	\$0	730 STORMWATER SDC	\$53,126	\$0	\$53,126	\$0
20	\$0	\$0	\$0	720 SEWER SDC	\$273,965	\$0	\$173,965	\$0
21	\$860,121	\$818,992	\$825,747	TOTAL	\$4,621,609	\$3,055,952	\$1,447,957	
22				Tax Needed for Water Bonded Debt				\$54,927
23				Levy Needed for Water Bonded Debt				\$58,387
24				Tax Rate for Water Bonded Debt				
25				Tax Needed for Sewer Bonded Debt				\$189,175
26				Levy Needed for Sewer Bonded Debt				\$201,093
27				Tax Rate for Sewer Bonded Debt				
28				Estimated Levy Using Permanent Rate (Most Current Levy + 3%)	\$661,665		General Fund Taxes to Balance	\$619,980
29				Minus Uncollectable Taxes (6.3%)	\$619,980		Difference	\$41,685
30				Taxes Available for General Fund (Estimated)	\$619,980		Levy Full Permanent Tax Rate	6.9597

FORM 2 **RESOURCES** **06/24/2016**
LB-20 **General Fund** **City of Brownsville**
(100,000)

		Historical Data		Adopted Budget This Year 2015-2016	RESOURCE DESCRIPTION	Budget Year: 2016-2017		
2013-2014	2014-2015	Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body		
					BEGINNING FUND BALANCE			
1	\$558,227	\$591,964	\$510,000		411 BEGINNING CASH BALANCE	\$435,130	\$435,130	\$435,130
2	\$26,517	\$31,533	\$25,000		413 PRIOR TAXES	\$25,000	\$25,000	\$25,000
3	\$4,358	\$12,301	\$3,500		414 INTEREST	\$3,500	\$3,500	\$3,500
4								
5					OTHER RESOURCES			
6	\$15,287	\$16,018	\$14,500		421 STATE REVENUE SHARING	\$14,500	\$14,500	\$14,500
7	\$23,308	\$21,956	\$21,500		422 STATE LIQUOR TAX	\$21,500	\$21,500	\$21,500
8	\$2,273	\$2,244	\$2,100		423 STATE CIGARETTE TAX	\$2,100	\$2,100	\$2,100
9					911 STATE REQUIREMENT (*)			
10	\$9,551	\$8,979	\$9,100		432 NW NATURAL GAS FRANCHISE	\$9,000	\$9,000	\$9,000
11	\$7,498	\$6,752	\$7,200		434 CENTURY LINK FRANCHISE	\$7,000	\$7,000	\$7,000
12	\$27,545	\$29,366	\$8,500		441 BUILDING PERMIT FEES	\$14,000	\$14,000	\$14,000
13	\$560	\$750	\$500		442 CITY HALL RENTAL	\$500	\$500	\$500
14	\$150	\$30	\$100		443 KIRK ROOM RENTAL	\$100	\$100	\$100
15	\$19,086	\$9,673	\$14,500		444 PARK RENTAL FEES	\$13,500	\$13,500	\$13,500
16	\$975	\$585	\$800		445 COMMUNITY ROOM RENTAL	\$650	\$650	\$650
17	\$0	\$2,268	\$100		446 PLANNING & LAND USE FEES	\$1,000	\$1,000	\$1,000
18	\$2,865	\$2,987	\$2,500		447 LIBRARY FINES & FEES	\$2,500	\$2,500	\$2,500
19	\$4,645	\$1,884	\$1,000		448 LIEN SEARCH FEES	\$1,200	\$1,200	\$1,200
20	\$23,103	\$19,498	\$20,000		449 COURT FINES & FEES	\$18,500	\$18,500	\$18,500
21	\$75	\$78	\$60		452 CEMETERY TRUST INTEREST	\$60	\$60	\$60
22	\$245	\$245	\$245		454 LAND LEASE FEES	\$245	\$245	\$245
23	\$43,937	\$14,855	\$5,500		456 MISCELLANEOUS	\$6,000	\$6,000	\$6,000
24	\$0	\$1,000	\$1,000		470 GRANTS	\$1,000	\$1,000	\$1,000
25					<i>Transfers</i>			
26	\$770,030		\$647,705		Total resources - No Taxes	\$576,985	\$576,985	\$576,985
27			\$590,819		Taxes necessary to balance	\$619,980	\$619,980	\$619,980
28					Taxes collected in year levied			
29	\$770,030	\$774,766	\$1,238,524		TOTAL RESOURCES	\$1,196,965	\$1,196,965	\$1,196,965

FORM 3
LB-30

REQUIREMENTS SUMMARY
General Fund: Administration (100-010)

06/24/2016

City of Brownsville

	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015	Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				Personnel Services			
1	77,090.00	\$80,566	\$110,000	510 SALARIES	\$114,950	\$114,950	\$114,950
2	62,419.00	\$65,142	\$80,000	540 BENEFITS	\$83,600	\$83,600	\$83,600
3	\$139,509	\$145,708	\$190,000	TOTAL Personnel SERVICES	\$198,550	\$198,550	\$198,550
4				Materials & Services			
5	\$126	\$130	\$250	611 FILING FEES	\$250	\$250	\$250
6	\$0	\$80	\$250	612 RECORDING FEES	\$200	\$200	\$200
7	\$1,910	\$0	\$2,400	613 AUDIT FEES	\$2,200	\$2,200	\$2,200
8	\$0	\$0	\$200	614 EASEMENT FEES	\$100	\$100	\$100
9	\$620	\$472	\$750	619 MISC. [REFUNDS & REIMBURSE]	\$800	\$800	\$800
10	\$0	\$113	\$300	621 ELECTION ADVERTISEMENT	\$300	\$300	\$300
11	\$302	\$457	\$500	623 BUDGET ADVERTISEMENT	\$500	\$500	\$500
12	\$129	\$734	\$300	624 PUBLIC HEARINGS	\$300	\$300	\$300
13	\$0	\$0	\$500	625 BIDS	\$300	\$300	\$300
14	\$945	\$1,077	\$1,500	626 GENERAL ADVERTISEMENTS	\$300	\$300	\$300
15	\$2,966	\$7,290	\$5,000	627 LEGAL	\$1,250	\$1,250	\$1,250
16	\$239	\$415	\$2,600	629 MISC. [2011: COMP. SOFTWARE & HARDWARE	\$5,000	\$5,000	\$5,000
17	\$2,241	\$2,500	\$2,600	639 MISC. [2011: SERVICE CONTRACTS]	\$2,200	\$2,200	\$2,200
18	\$1,724	\$1,316	\$2,200	665 OFFICE SUPPLIES	\$2,800	\$2,800	\$2,800
19	\$142	\$0	\$500	666 COMPUTER SUPPLIES	\$2,450	\$2,450	\$2,450
20	\$869	\$920	\$1,200	667 POSTAGE	\$500	\$500	\$500
21	\$0	\$0	\$250	668 COPIER SUPPLIES	\$1,200	\$1,200	\$1,200
22	\$4,309	\$4,859	\$5,200	671 DUES & ANNUAL FEES	\$250	\$250	\$250
23	\$232	\$90	\$350	672 PUBLICATIONS (books; magazines etc.)	\$5,400	\$5,400	\$5,400
24	\$685	\$0	\$1,500	673 ORS REVISIONS/MAPS	\$350	\$350	\$350
25	\$3,768	\$4,057	\$5,000	674 CONFERENCES & MEETINGS	\$1,200	\$1,200	\$1,200
26	\$2,150	\$2,869	\$5,000	675 ECONOMIC DEVELOPMENT	\$5,250	\$5,250	\$5,250
27	\$0	\$235	\$3,000	677 HRB/PLANNING COM/GIS/EPC	\$7,500	\$7,500	\$7,500
28	\$23,377	\$27,414	\$41,350	TOTAL MATERIALS AND SERVICES	\$3,000	\$3,000	\$3,000
29				Capital Outlay	\$43,300	\$43,300	\$43,300
30	\$150	\$1,352	\$10,000	831 SOFTWARE/HARDWARE	\$10,000	\$10,000	\$10,000
31	\$150	\$1,352	\$10,000	TOTAL CAPITAL OUTLAY	\$10,000	\$10,000	\$10,000
32	\$0	\$0	\$36,000	950 GENERAL OPERATING CONTINGENCY	\$37,700	\$37,700	\$37,700
33	\$163,036	\$174,474	\$277,350	TOTAL EXPENDITURES (100.010)	\$289,550	\$289,550	\$289,550

REQUIREMENTS SUMMARY

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

City of Brownsville

	Historical Data			Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017					
	2013-2014	2014-2015				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
					Personnel Services						
1	\$16,108	\$11,108	\$18,500	\$18,500	510 SALARIES	\$19,350	\$19,350	\$19,350	\$19,350	1	
2	\$450	\$1,299	\$2,000	\$2,000	520 EXTRA HELP	\$2,100	\$2,100	\$2,100	\$2,100	2	
3	\$2,609	\$2,361	\$3,400	\$3,400	540 BENEFITS	\$3,550	\$3,550	\$3,550	\$3,550	3	
4	\$19,167	\$14,768	\$23,900	\$23,900	TOTAL Personnel SERVICES	\$25,000	\$25,000	\$25,000	\$25,000	4	
5					Materials & Services					5	
6	\$562	\$469	\$3,000	\$3,000	645 SERVICE CONTRACTS	\$2,000	\$2,000	\$2,000	\$2,000	6	
7	\$2,500	\$2,500	\$8,000	\$8,000	649 CLRC CONTRACT	\$8,000	\$8,000	\$8,000	\$8,000	7	
8	\$1,725	\$1,607	\$2,600	\$2,600	663 PORTABLE TOILETS RENTAL	\$2,500	\$2,500	\$2,500	\$2,500	8	
9	\$0	\$0	\$2,000	\$2,000	655 GRAVEL/ASPHALT	\$2,000	\$2,000	\$2,000	\$2,000	9	
10	\$347	\$533	\$1,000	\$1,000	659 MISC. [*]	\$1,000	\$1,000	\$1,000	\$1,000	10	
11	\$328	\$500	\$500	\$500	661 OPERATING SUPPLIES	\$500	\$500	\$500	\$500	11	
12	\$116	\$199	\$500	\$500	663 CLEANING SUPPLIES	\$500	\$500	\$500	\$500	12	
13	\$2,734	\$2,195	\$3,500	\$3,500	684 RESTROOM SUPPLIES	\$3,800	\$3,800	\$3,800	\$3,800	13	
14	\$4,126	\$1,214	\$4,500	\$4,500	689 SUPPLIES	\$4,500	\$4,500	\$4,500	\$4,500	14	
15	\$4,954	\$8,115	\$8,500	\$8,500	691 ELECTRICITY	\$9,200	\$9,200	\$9,200	\$9,200	15	
16	\$12,580	\$11,652	\$15,000	\$15,000	720 BUILDINGS, GROUNDS & TREES	\$15,000	\$15,000	\$15,000	\$15,000	16	
17	\$130	\$250	\$1,000	\$1,000	730 EQUIPMENT RENTAL	\$1,000	\$1,000	\$1,000	\$1,000	17	
18	\$30,102	\$29,234	\$50,100	\$50,100	TOTAL MATERIALS AND SERVICES	\$50,000	\$50,000	\$50,000	\$50,000	18	
					Capital Outlay						
19	\$3,150	\$0	\$45,000	\$45,000	810 PARK/PLAYGROUND EQUIPMENT	\$55,000	\$55,000	\$55,000	\$55,000	19	
20	\$7,800	\$18,946	\$20,000	\$20,000	816 BUILDINGS - REPAIR	\$20,000	\$20,000	\$20,000	\$20,000	20	
21	\$7,255	\$200	\$5,000	\$5,000	876 EQUIPMENT NEW & REPLACEMENT	\$10,000	\$10,000	\$10,000	\$10,000	21	
22	\$18,205	\$19,146	\$70,000	\$70,000	TOTAL CAPITAL OUTLAY	\$85,000	\$85,000	\$85,000	\$85,000	22	
23	\$0	\$0	\$21,600	\$21,600	950 GENERAL OPERATING CONTINGENCY	\$24,000	\$24,000	\$24,000	\$24,000	23	
24	\$67,474	\$63,148	\$165,600	\$165,600	TOTAL EXPENDITURES (100.020)	\$184,000	\$184,000	\$184,000	\$184,000	24	

REQUIREMENTS SUMMARY

General Fund: Community Room (100-030)

06/24/2016

City of Brownsville

	Historical Data			Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015	2015-2016			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1	\$4,658	\$2,839	\$6,000	691 ELECTRICITY	\$4,200	\$4,200	\$4,200	1
2	\$627	\$866	\$4,200	694 HEATING	\$2,500	\$2,500	\$2,500	2
3	\$5,285	\$3,705	\$10,200	TOTAL MATERIALS AND SUPPLIES Capital Outlay	\$6,700	\$6,700	\$6,700	3
4	\$5,285	\$3,705	\$10,200	TOTAL EXPENDITURES (100.030)	\$6,700	\$6,700	\$6,700	4

REQUIREMENTS SUMMARY
General Fund: Library (100-040)

06/24/2016

City of Brownsville

		Historical Data		Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
2013-2014	2014-2015	Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body		
					Personnel Services			
1	\$32,065	\$34,250	\$48,000	510 SALARIES	\$50,160	\$50,160	\$50,160	1
2	\$350	\$0	\$3,200	520 EXTRA HELP	\$3,200	\$3,200	\$3,200	2
3	\$7,141	\$7,593	\$10,000	540 BENEFITS	\$10,450	\$10,450	\$10,450	3
4	\$39,556	\$41,843	\$61,200	TOTAL Personnel SERVICES	\$63,810	\$63,810	\$63,810	4
5				Materials & Services				5
6	\$1,899	\$1,962	\$2,500	645 SERVICE CONTRACT (Furnace & Follet)	\$2,800	\$2,800	\$2,800	6
7	\$0	-\$24	\$450	649 ALARM MONITORING	\$450	\$450	\$450	7
8	\$7,282	\$7,441	\$7,500	651 BOOKS	\$7,500	\$7,500	\$7,500	8
9	\$769	\$748	\$1,200	662 BOOK PROCESSING MATERIALS	\$1,200	\$1,200	\$1,200	9
10	\$5	\$46	\$300	663 CLEANING SUPPLIES	\$300	\$300	\$300	10
11	\$179	\$250	\$250	665 OFFICE SUPPLIES	\$300	\$300	\$300	11
12	\$329	\$143	\$350	666 COMPUTER SUPPLIES	\$350	\$350	\$350	12
13	\$60	\$60	\$100	667 POSTAGE	\$100	\$100	\$100	13
14	\$0	\$42	\$100	668 COPIER SUPPLIES	\$100	\$100	\$100	14
15	\$30	\$45	\$100	671 DUES	\$100	\$100	\$100	15
16	\$0	\$0	\$200	672 SUBSCRIPTIONS	\$200	\$200	\$200	16
17	\$0	\$0	\$300	674 CONFERENCES	\$300	\$300	\$300	17
18	\$603	\$1,145	\$2,000	679 MISC. [2011: SOFTWARE/HARDWARE]	\$2,000	\$2,000	\$2,000	18
19	\$2,986	\$2,849	\$4,000	691 ELECTRICITY	\$4,000	\$4,000	\$4,000	19
20	\$3,057	\$1,171	\$3,800	692 NATURAL GAS	\$3,800	\$3,800	\$3,800	20
21	\$1,450	\$1,576	\$2,500	693 TELEPHONE & INTERNET	\$2,500	\$2,500	\$2,500	21
22	\$1,164	\$2,390	\$3,000	720 BUILDINGS & GROUNDS	\$3,000	\$3,000	\$3,000	22
23	\$298	\$0	\$1,000	730 EQUIPMENT	\$2,000	\$2,000	\$2,000	23
24	\$20,311	\$19,844	\$29,650	TOTAL MATERIALS AND SERVICES	\$31,000	\$31,000	\$31,000	24
				Capital Outlay				
25	\$0	\$0	\$30,000	801 BUILDING REPAIR	\$20,000	\$20,000	\$20,000	25
26	\$205	\$0	\$1,000	871 OFFICE EQUIPMENT	\$0	\$0	\$0	26
27	\$1,000	\$4,332	\$0	861 FURNITURE [CARPET]	\$0	\$0	\$0	27
28	\$0	\$0	\$2,000	821 COMPUTERS	\$6,500	\$6,500	\$6,500	28
29	\$1,205	\$4,332	\$33,000	TOTAL CAPITAL OUTLAY	\$26,500	\$26,500	\$26,500	29
30	\$0	\$0	\$18,600	950 GENERAL OPERATING CONTINGENCY	\$18,200	\$18,200	\$18,200	30
31	\$61,073	\$66,019	\$142,450	TOTAL EXPENDITURES (100.040)	\$139,510	\$139,510	\$139,510	31

REQUIREMENTS SUMMARY

06/24/2016

General Fund: Law (100-050)

City of Brownsville

	Historical Data			Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
					Personnel Services			
1	\$16,924	\$23,412	\$30,000	\$30,000	510 SALARIES	\$31,350	\$31,350	\$31,350
2	\$2,852	\$3,442	\$4,800	\$4,800	540 BENEFITS	\$5,015	\$5,015	\$5,015
3	\$19,776	\$26,854	\$34,800	\$34,800	TOTAL Personnel SERVICES	\$36,365	\$36,365	\$36,365
4					Materials & Services			
5	\$3,275	\$2,440	\$4,200	\$4,200	632 ATTORNEY & PRO TEM JUDGE	\$4,200	\$4,200	\$4,200
6	\$1,252	\$1,012	\$1,800	\$1,800	634 COMPUTER/SOFTWARE	\$1,800	\$1,800	\$1,800
7	\$129,337	\$135,804	\$145,000	\$145,000	637 POLICE	\$149,750	\$149,750	\$149,750
8	\$0	\$0	\$500	\$500	639 MISC. [2011: EXPENSE REIMBURSEMENT]	\$500	\$500	\$500
9	\$12,897	\$3,555	\$6,500	\$6,500	648 COURT CLERK L.C. IGA	\$6,200	\$6,200	\$6,200
10	\$2,035	\$2,060	\$2,000	\$2,000	649 PUBLIC DEFENDERS	\$2,400	\$2,400	\$2,400
11	\$0	\$15	\$500	\$500	659 TRIAL COSTS	\$250	\$250	\$250
12	\$118	\$201	\$500	\$500	665 OFFICE SUPPLIES	\$500	\$500	\$500
13	\$0	\$54	\$200	\$200	666 COMPUTER SUPPLIES	\$200	\$200	\$200
14	\$160	\$290	\$350	\$350	667 POSTAGE	\$350	\$350	\$350
15	\$50	\$0	\$150	\$150	671 DUES & ANNUAL FEES	\$150	\$150	\$150
16	\$361	\$257	\$600	\$600	676 EDUCATION	\$600	\$600	\$600
17	\$0	\$0	\$350	\$350	679 BOOKS	\$350	\$350	\$350
18	\$0	\$0	\$500	\$500	730 OFFICE EQUIP. MAINTENANCE	\$350	\$350	\$350
19	\$149,475	\$145,688	\$165,150	\$165,150	TOTAL MATERIALS AND SERVICES	\$167,600	\$167,600	\$167,600
					Capital Outlay			
20	\$0	\$0	\$500	\$500	871 OFFICE EQUIPMENT	\$500	\$500	\$500
21	\$0	\$0	\$500	\$500	TOTAL CAPITAL OUTLAY	\$500	\$500	\$500
22	\$0	\$0	\$30,000	\$30,000	950 GENERAL OPERATING CONTINGENCY	\$30,600	\$30,600	\$30,600
23	\$169,251	\$172,542	\$230,450	\$230,450	TOTAL EXPENDITURES (100.050)	\$235,065	\$235,065	\$235,065

		Historical Data			Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
		2013-2014	2014-2015	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
						Personnel Services			
1	\$51,071	\$53,110	\$58,000	\$58,000	510 SALARIES		\$60,600	\$60,600	\$60,600
2	\$0	\$0	\$5,000	\$5,000	520 EXTRA HELP		\$2,500	\$2,500	\$2,500
3	\$23,689	\$28,132	\$32,500	\$32,500	540 BENEFITS		\$33,950	\$33,950	\$33,950
4	\$74,760	\$81,242	\$95,500	\$95,500	TOTAL Personnel SERVICES		\$97,050	\$97,050	\$97,050
5						Materials & Services			
6	\$121	\$6,111	\$12,500	\$12,500	622 PLANNING		\$12,500	\$12,500	\$12,500
7	\$7,345	\$2,536	\$45,000	\$45,000	632 ATTORNEY		\$30,000	\$30,000	\$30,000
8	\$18,570	\$23,250	\$28,000	\$28,000	633 AUDITOR		\$28,000	\$28,000	\$28,000
9	\$50	\$0	\$2,500	\$2,500	634 COMPUTER CONSULTANT		\$1,200	\$1,200	\$1,200
10	\$1,584	\$2,976	\$6,500	\$6,500	635 ENGINEER		\$3,500	\$3,500	\$3,500
11	\$511	\$208	\$2,500	\$2,500	639 MISC. [PERSONNEL]		\$2,000	\$2,000	\$2,000
12	\$112	\$158	\$200	\$200	645 MISC. [REFUNDS & REIMB.] [Match Switch]		\$200	\$200	\$200
13	\$17,920	\$20,617	\$13,500	\$13,500	646 BUILDING DEPARTMENT CONTRACTS		\$15,500	\$15,500	\$15,500
14	\$6,984	\$4,349	\$7,500	\$7,500	649 SERVICE/MAINT. CONTRACTS (Match Switch)		\$7,500	\$7,500	\$7,500
15	\$651	\$274	\$1,000	\$1,000	654 SHOP EXPENSE		\$1,000	\$1,000	\$1,000
16	\$394	\$0	\$2,000	\$2,000	659 MISC. [MAINTENANCE SUPPLIES]		\$1,500	\$1,500	\$1,500
17	\$2,223	\$1,904	\$3,000	\$3,000	661 PETROLEUM PRODUCTS		\$3,000	\$3,000	\$3,000
18	\$398	\$180	\$500	\$500	663 CLEANING SUPPLIES		\$500	\$500	\$500
19	\$17	\$437	\$3,200	\$3,200	679 MISC. [EXPENSE REIMBURSEMENT]		\$3,200	\$3,200	\$3,200
20	\$10,798	\$11,739	\$20,500	\$20,500	681 INSURANCE (GIS) [*15 RN. + 682]		\$20,500	\$20,500	\$20,500
21	\$375	\$375	\$500	\$500	684 BONDS		\$500	\$500	\$500
22	\$4,326	\$3,864	\$6,500	\$6,500	691 ELECTRICITY		\$6,500	\$6,500	\$6,500
23	\$351	\$1,120	\$2,200	\$2,200	692 NATURAL GAS		\$2,200	\$2,200	\$2,200
24	\$4,650	\$3,964	\$7,500	\$7,500	693 TELEPHONE, INTERNET & CELL PHONES		\$6,200	\$6,200	\$6,200
25	\$294	\$135	\$3,200	\$3,200	710 VEHICLES		\$2,400	\$2,400	\$2,400
26	\$3,523	\$4,157	\$4,000	\$4,000	720 BUILDINGS & GROUNDS		\$4,250	\$4,250	\$4,250
27	\$2,936	\$1,638	\$3,400	\$3,400	730 EQUIPMENT & CLOTHING		\$3,400	\$3,400	\$3,400
28	\$0	\$557	\$600	\$600	740 CELL PHONES		\$600	\$600	\$600
29	\$84,143	\$90,549	\$176,300	\$176,300	TOTAL MATERIALS AND SERVICES		\$156,150	\$156,150	\$156,150
						Capital Outlay			
30	\$0	\$0	\$2,500	\$2,500	821 COMPUTER HARDWARE		\$1,250	\$1,250	\$1,250
31	\$0	\$0	\$2,000	\$2,000	871 EQUIPMENT REPLACEMENT		\$0	\$0	\$0
32	\$0	\$0	\$200	\$200	851 TOOLS REPLACEMENT		\$0	\$0	\$0
33	\$2,158	\$162	\$1,000	\$1,000	861 FURNITURE		\$2,500	\$2,500	\$2,500
34	\$0	\$0	\$0	\$0	880 LAND ACQUISITION		\$0	\$0	\$0
35	\$0	\$0	\$5,000	\$5,000	831 COMPUTER SOFTWARE/HARDWARE		\$5,000	\$5,000	\$5,000
36	\$2,158	\$162	\$10,700	\$10,700	TOTAL CAPITAL OUTLAY		\$8,750	\$8,750	\$8,750
37	\$0	\$0	\$50,000	\$50,000	950 GENERAL OPERATING CONTINGENCY		\$39,000	\$39,000	\$39,000
38	\$181,061	\$171,953	\$332,500	\$332,500	TOTAL EXPENDITURES (100.060)		\$300,950	\$300,950	\$300,950

INCLUSIVE - GENERAL
(100-000)

	Actual 2013-2014	Actual 2014-2015	BUDGETED AMOUNT 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017			
					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1								1
2	\$163,036	\$174,474	\$277,350	ADMINISTRATION	\$289,550	\$289,550	\$289,550	2
3								3
4	\$67,474	\$63,148	\$165,600	PARKS/REC/CEMETERY	\$184,000	\$184,000	\$184,000	4
5								5
6	\$5,285	\$3,705	\$10,200	COMMUNITY ROOM	\$6,700	\$6,700	\$6,700	6
7								7
8	\$61,073	\$66,019	\$142,450	LIBRARY	\$139,510	\$139,510	\$139,510	8
9								9
10	\$169,251	\$172,542	\$230,450	LAW	\$235,065	\$235,065	\$235,065	10
11								11
12	\$161,061	\$171,953	\$334,300	OPERATIONS	\$300,950	\$300,950	\$300,950	12
13								13
				TRANSFERS				
14	\$8,000	\$28,000	\$0	905 TO BUILDING & EQUIPMENT FUND	\$0	\$0	\$0	14
15								15
16	\$50,000	\$50,000	\$50,000	908 TO COMMUNITY PROJECTS FUND	\$0	\$0	\$0	16
17								17
18				CONTINGENCY				18
19								19
20	\$627,180	\$729,841	\$614,750	TOTAL RESOURCES	\$1,197,265	\$1,197,265	\$1,197,265	20
21								21
22	\$627,180	\$729,841	\$614,750	TOTAL EXPENDITURES	\$1,155,775	\$1,155,775	\$1,155,775	22
23			\$28,174	975 UNAPPROPRIATED FUND BALANCE	\$41,490	\$41,490	\$41,490	23
24	\$627,180	\$729,841	\$642,924	TOTAL REQUIREMENTS	\$1,197,265	\$1,197,265	\$1,197,265	24

RESOURCES
Water Fund
(200-000)

City of Brownsville

Historical Data			Adopted Budget This Year 2015-2016	RESOURCE DESCRIPTION	Budget Year: 2016-2017			
2013-2014	2014-2015	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
1	\$873,855	\$563,782	\$675,000	411 BEGINNING FUND BALANCE	\$350,000	\$350,000	\$350,000	1
2	\$4,326	\$2,822	\$15,000	414 INTEREST	\$1,100	\$1,100	\$1,100	2
3								3
4	\$276,478	\$288,667	\$285,150	OTHER RESOURCES				
5	\$6,000	\$2,580	\$2,000	461 WATER RECEIPTS	\$285,000	\$285,550	\$293,550	4
6	\$1,998	\$8,193	\$1,500	462 WATER CONNECTION FEES	\$2,200	\$2,200	\$2,200	5
				463 MISCELLANEOUS	\$1,500	\$1,500	\$1,500	6
7			\$0	TRANSFERS				
8	\$100,000			FROM GENERAL	\$0	\$0	\$0	7
9			\$40,000	FROM SEWER	\$0	\$0	\$0	8
10				[FROM WATER CONSTRUCTION]	\$0	\$0	\$0	9
				[FROM WATER SDC]	\$0	\$0	\$0	10
11		\$866,044	\$1,018,650	Total resources - No Taxes	\$639,800	\$648,350	\$648,350	11
12				Taxes necessary to balance				12
13				Taxes collected in year levied				13
14	\$544,332	\$866,044	\$1,018,650	TOTAL RESOURCES	\$639,800	\$648,350	\$648,350	14

REQUIREMENTS SUMMARY
Water Fund: Administration (200-010)

City of Brownsville

	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015	Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				Personnel Services			
1	\$55,779	\$58,039	\$70,000	510 SALARIES	\$73,000	\$73,000	\$73,000
2	\$39,837	\$44,667	\$52,500	540 BENEFITS	\$54,000	\$54,000	\$54,000
3	\$95,616	\$102,706	\$122,500	TOTAL Personnel SERVICES	\$127,000	\$127,000	\$127,000
				Materials & Services			
4	\$533	\$3,272	\$2,500	615 PERMITS & ANNUAL FEES	\$3,000	\$3,000	\$3,000
5	\$303	\$8,059	\$600	616 REFUNDS & REIMBURSE	\$3,500	\$3,500	\$3,500
6	\$9	\$0	\$150	623 NOTICES	\$150	\$150	\$150
7	\$0	\$324	\$800	625 BIDS	\$400	\$400	\$400
8	\$1,968	\$8,049	\$4,500	627 LEGAL	\$4,500	\$4,500	\$4,500
9	\$30,651	\$75,000	\$60,000	635 ENGINEER	\$30,000	\$30,000	\$30,000
10	\$2,887	\$3,309	\$4,500	639 MISC. [2011: SERVICE CONTRACTS]	\$5,000	\$5,000	\$5,000
11	\$2,136	\$888	\$2,500	666 OFFICE SUPPLIES {'15 RN: + Copier Supplies	\$2,500	\$2,500	\$2,500
12	\$303	\$0	\$1,200	666 COMPUTER SOFTWARE & HARDWARE	\$1,200	\$1,200	\$1,200
13	\$2,022	\$2,099	\$2,800	667 POSTAGE	\$2,800	\$2,800	\$2,800
14	\$308	\$503	\$1,200	671 DUES	\$1,200	\$1,200	\$1,200
15	\$0	\$594	\$600	674 CONFERENCES	\$1,000	\$1,000	\$1,000
16	\$512	\$1,010	\$1,200	676 EDUCATION {'15: + SUBSCRIPTIONS 672}	\$1,200	\$1,200	\$1,200
17	\$0	\$0	\$600	679 MISC. [2011: PERSONNEL]	\$500	\$500	\$500
18	\$10,798	\$11,739	\$23,500	681 INSURANCE (CIS) (RN: Insurance; + 682 & 68	\$25,000	\$25,000	\$25,000
19	\$2,689	\$2,808	\$4,500	693 TELEPHONE, INTERNET & CELL PHONES	\$4,500	\$4,500	\$4,500
20	\$604	\$83	\$1,200	730 EQUIPMENT	\$1,200	\$1,200	\$1,200
21	\$55,723	\$117,727	\$112,350	TOTAL MATERIALS & SERVICES	\$87,650	\$87,650	\$87,650
22	\$262	\$0	\$10,000	822 COMPUTER SOFTWARE & HARDWARE	\$10,000	\$10,000	\$10,000
23	\$75	\$415	\$1,500	831 SOFTWARE [2011: HARDWARE]	\$1,500	\$1,500	\$1,500
24	\$201	\$0	\$2,000	872 OFFICE EQUIPMENT {'15 RN: + FURNITURE}	\$2,000	\$2,000	\$2,000
25	\$538	\$415	\$13,500	TOTAL CAPITAL OUTLAY	\$13,500	\$13,500	\$13,500
26	\$0	\$0	\$44,000	950 GENERAL OPERATING CONTINGENCY	\$34,000	\$34,000	\$34,000
27	\$151,877	\$220,848	\$292,350	TOTAL EXPENDITURES (200.010)	\$262,150	\$262,150	\$262,150

	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015	Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				Personnel Services			
1	\$25,058	\$27,104	\$43,000	510 SALARIES	\$44,900	\$44,900	\$44,900
2	\$0	\$0	\$4,600	520 EXTRA HELP	\$4,600	\$4,600	\$4,600
3	\$0	\$0	\$3,500	530 OVERTIME	\$3,500	\$3,500	\$3,500
4	\$13,874	\$15,140	\$32,500	540 BENEFITS	\$33,900	\$33,900	\$33,900
5	\$38,932	\$42,244	\$83,600	TOTAL Personnel SERVICES	\$86,900	\$86,900	\$86,900
				Materials & Services			
6	\$8,181	\$4,021	\$9,500	649 MISC. [SERVICE CONTRACTS]	\$9,500	\$9,500	\$9,500
7	\$685	\$186	\$1,000	654 SHOP EXPENSES	\$100	\$100	\$100
8	\$1,381	\$1,369	\$4,500	655 GRAVEL/ASPHALT	\$4,500	\$4,500	\$4,500
9	\$10,105	\$12,519	\$14,000	656 CHLORINE/SODA ASH	\$15,000	\$15,000	\$15,000
10	\$2,268	\$2,520	\$7,500	657 WATER SAMPLE ANALYSIS	\$7,500	\$7,500	\$7,500
11	\$24,057	\$40,000	\$40,000	658 SYSTEM REPAIRS	\$40,000	\$40,000	\$40,000
12	\$561	\$1,544	\$3,000	659 MISC. EXPENSE REIMBURSE (15. + 669)	\$3,000	\$3,000	\$3,000
13	\$2,223	\$1,904	\$4,200	661 PETROLEUM PRODUCTS	\$4,000	\$4,000	\$4,000
14	\$27,115	\$22,481	\$40,000	691 ELECTRICITY	\$42,000	\$42,000	\$42,000
15	\$336	\$140	\$2,500	710 VEHICLES (15 RN)	\$2,000	\$2,000	\$2,000
16	\$396	\$868	\$3,000	720 BUILDINGS & GROUNDS	\$3,000	\$3,000	\$3,000
17	\$3,086	\$3,694	\$5,000	730 EQUIPMENT & CLOTHING (15 RN)	\$5,000	\$5,000	\$5,000
18	\$0	\$555	\$300	740 CELL (15 RN)	\$300	\$300	\$300
19	\$80,395	\$91,801	\$134,500	TOTAL MATERIALS & SERVICES	\$135,900	\$135,900	\$135,900
20	\$396,575	\$29,465	\$390,000	805 WATER LINE INSTALLATIONS	\$75,000	\$75,000	\$75,000
21	\$15,705	\$0	\$0	872 PUBLIC WORKS EQUIPMENT	\$3,000	\$3,000	\$3,000
23	\$0	\$0	\$65,000	802.003 (NEW) ELECTRICAL UPGRADES (PLC)	\$0	\$0	\$0
25	\$33,627	\$8,769	\$20,000	802 WATER SYSTEMS	\$5,000	\$5,000	\$5,000
26	\$0	\$0	\$3,200	872 EQUIPMENT NEW & REPLACEMENT	\$2,600	\$2,600	\$2,600
27	\$445,907	\$38,234	\$478,200	TOTAL CAPITAL OUTLAY	\$85,600	\$85,600	\$85,600
28	\$0	\$0	\$30,000	950 GENERAL OPERATING CONTINGENCY	\$43,200	\$43,200	\$43,200
29	\$565,234	\$172,279	\$726,300	TOTAL EXPENDITURES (200.060)	\$351,600	\$351,600	\$351,600

INCLUSIVE - WATER
(200-000)

	ACTUAL		ACTUAL 2014-2015	BUDGETED AMOUNT 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017			
	2013-2014					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1									1
2	\$151,877	\$220,848		\$282,350	ADMINISTRATION	\$262,150	\$262,150	\$262,150	2
3									3
4	\$565,234	\$172,279		\$726,300	OPERATIONS	\$351,600	\$351,600	\$351,600	4
5									5
					TRANSFERS				
6	\$0	\$0	\$0	\$0	908 TO COMMUNITY PROJECTS	\$0	\$0	\$0	6
7	\$0	\$0	\$0	\$0	905 TO BLDG & EQUIPMENT	\$0	\$0	\$0	7
8	\$0	\$0	\$38,200	\$38,200	550-000 TO WATER SYSTEM RESERVE	\$0	\$0	\$0	8
9	\$0	\$0	\$0	\$0	TOTAL TRANSFERS	\$0	\$0	\$0	9
10									10
11	\$0	\$0	\$0		CONTINGENCY				11
12									12
13									13
					RESOURCES BY FUND				
14	\$100,000	\$50,000	\$50,000	\$0	481 FROM SEWER	\$0	\$0	\$0	14
15	\$0	\$40,000	\$40,000	\$40,000	FROM WATER SDC				15
16	\$100,000	\$90,000	\$90,000	\$40,000	TOTAL TRANSFERS IN	\$0	\$0	\$0	16
17	\$717,111	\$322,569	\$322,569	\$40,000	TOTAL RESOURCES	\$639,800	\$648,350	\$648,350	17
18									18
19	\$717,111	\$322,569	\$322,569	\$1,018,650	TOTAL EXPENDITURES	\$613,750	\$613,750	\$613,750	19
20				\$1,800	975 UNAPPROPRIATED ENDING BALANCE	\$26,050	\$34,600	\$34,600	20
21	\$717,111	\$322,569	\$322,569	\$1,020,450	TOTAL REQUIREMENTS	\$639,800	\$648,350	\$648,350	21

RESOURCES
Sewer Fund
(210-000)

		Historical Data		Budget Year: 2016-2017		
				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
		2013-2014	2014-2015	RESOURCE DESCRIPTION		
		Adopted Budget This Year 2015-2016				
1	\$538,428	\$511,824	\$275,000	\$270,000	\$270,000	\$270,000
2	\$2,716	\$2,562	\$1,200	\$1,200	\$1,200	\$1,200
3						
4	\$298,193	\$309,478	\$305,000	\$305,000	\$314,150	\$314,150
5	\$200	\$315	\$300	\$300	\$300	\$300
6	\$1,112	\$0	\$500	\$500	\$500	\$500
7						
8			\$0	\$0	\$0	\$0
9						
10	\$511,824	\$312,355	\$582,000	\$577,000	\$586,150	\$586,150
11	\$511,824	\$365,368	\$582,000	\$577,000	\$586,150	\$586,150

	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014		2014-2015		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	2013-2014	2014-2015	Adopted Budget This Year 2015-2016				
				Personnel Services			
1	\$48,666	\$50,636	\$62,000	510 SALARIES	\$64,200	\$64,200	\$64,200
2	\$34,289	\$33,105	\$45,000	540 BENEFITS	\$46,500	\$46,500	\$46,500
3	\$82,955	\$83,741	\$107,000	TOTAL Personnel SERVICES	\$110,700	\$110,700	\$110,700
				Materials & Services			
4	\$1,000	\$214	\$1,200	615 PERMITS & ANNUAL FEES	\$1,200	\$1,200	\$1,200
5	\$832	\$439	\$1,000	616 REFUNDS & REIMBURSE	\$1,000	\$1,000	\$1,000
6	\$156	\$0	\$500	626 BIDS	\$400	\$400	\$400
7	\$2,085	\$6,445	\$2,500	627 LEGAL	\$2,500	\$2,500	\$2,500
8	\$5,098	\$20,000	\$8,000	635 ENGINEER	\$25,000	\$25,000	\$25,000
9	\$3,875	\$3,538	\$4,500	639 MISC. [2011: SERVICE CONTRACTS]	\$4,800	\$4,800	\$4,800
10	\$0	\$0	\$800	659 MISC. [*]	\$500	\$500	\$500
11	\$1,615	\$888	\$1,800	665 OFFICE & OPERATING SUPPLIES	\$1,800	\$1,800	\$1,800
12	\$390	\$415	\$800	666 COMPUTER SOFTWARE & HARDWARE	\$800	\$800	\$800
13	\$2,031	\$2,099	\$2,800	667 POSTAGE	\$2,800	\$2,800	\$2,800
14	\$0	\$0	\$150	668 COPIER SUPPLIES	\$150	\$150	\$150
15	\$232	\$63	\$275	671 DUES	\$275	\$275	\$275
16	\$0	\$500	\$350	674 CONFERENCES	\$350	\$350	\$350
17	\$512	\$465	\$1,000	676 EDUCATION	\$1,000	\$1,000	\$1,000
18	\$0	\$0	\$500	679 MISC. [2011: PERSONNEL]	\$500	\$500	\$500
19	\$10,798	\$11,739	\$22,000	681 INSURANCE (CIS) [15 RN: + 682 & 684]	\$22,000	\$22,000	\$22,000
22	\$2,660	\$2,565	\$3,800	693 TELEPHONE, INTERNET & CELL PHONES	\$4,100	\$4,100	\$4,100
23	\$0	\$83	\$1,750	730 EQUIPMENT [15 RN: + 731]	\$1,750	\$1,750	\$1,750
25	\$31,284	\$49,453	\$53,725	TOTAL MATERIALS & SERVICES	\$70,925	\$70,925	\$70,925
26	\$262	\$0	\$1,000	873 OFFICE EQUIPMENT	\$1,000	\$1,000	\$1,000
27	\$201	\$0	\$500	865 OFFICE FURNITURE	\$1,000	\$1,000	\$1,000
28	\$0	\$0	\$10,000	833 SOFTWARE	\$10,000	\$10,000	\$10,000
29	\$0	\$0	\$5,000	803 SEWER SYSTEM FACILITY PLAN	\$5,000	\$5,000	\$5,000
30	\$463	\$0	\$16,500	TOTAL CAPITAL OUTLAY	\$17,000	\$17,000	\$17,000
31	\$0	\$0	\$26,500	950 GENERAL OPERATING CONTINGENCY	\$29,700	\$29,700	\$29,700
32	\$114,703	\$133,194	\$203,725	TOTAL EXPENDITURES (210.010)	\$228,325	\$228,325	\$228,325

Line Item	Historical Data			EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
	2013-2014	2014-2015	Adopted Budget This Year 2015-2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
				Personnel Services			
1	\$17,084	\$18,069	\$32,000	510 SALARIES	\$33,400	\$33,400	\$33,400
2	\$0	\$0	\$3,500	520 EXTRA HELP	\$3,500	\$3,500	\$3,500
3	\$0	\$0	\$3,000	530 OVERTIME	\$3,000	\$3,000	\$3,000
4	\$9,314	\$10,093	\$18,000	540 BENEFITS	\$18,800	\$18,800	\$18,800
5	\$26,398	\$28,162	\$56,500	TOTAL Personnel SERVICES	\$58,700	\$58,700	\$58,700
				Materials & Services			
7	\$4,395	\$2,341	\$4,800	649 MISC. [2011: SERVICE CONTRACTS]	\$4,800	\$4,800	\$4,800
8	\$685	\$186	\$1,000	654 SHOP EXPENSE	\$1,000	\$1,000	\$1,000
9	\$1,381	\$1,369	\$5,000	655 GRAVEL/ASPHALT	\$5,000	\$5,000	\$5,000
10	\$12,518	\$2,477	\$16,500	656 CHLORINE	\$16,500	\$16,500	\$16,500
11	\$10,341	\$10,818	\$15,000	657 SEWER SAMPLE ANALYSIS	\$15,000	\$15,000	\$15,000
12	\$17,353	\$10,367	\$25,000	658 SYSTEM REPAIRS	\$25,000	\$25,000	\$25,000
13	\$496	\$105	\$2,500	659 MISC. [OPERATING EXPENSE]	\$2,500	\$2,500	\$2,500
14	\$2,223	\$1,904	\$3,500	661 PETROLEUM PRODUCTS	\$3,500	\$3,500	\$3,500
15	\$0	\$63	\$500	669 MISC. [EXPENSE REIMBURSE]	\$500	\$500	\$500
16	\$10,485	\$9,416	\$13,000	691 ELECTRICITY	\$13,800	\$13,800	\$13,800
17	\$336	\$140	\$2,000	710 VEHICLES {'15 RN}	\$2,000	\$2,000	\$2,000
18	\$558	\$523	\$2,400	720 BUILDINGS & GROUNDS {'15 RN}	\$2,400	\$2,400	\$2,400
19	\$6,472	\$3,734	\$7,000	730 EQUIPMENT & CLOTHING {'15 RN}	\$7,000	\$7,000	\$7,000
20	\$0	\$559	\$200	740 CELL {'15 RN}	\$300	\$300	\$300
21	\$0	\$545	\$5,000	731 EQUIPMENT REPLACEMENT {'15 RN}	\$4,200	\$4,200	\$4,200
22	\$67,243	\$44,547	\$103,400	TOTAL MATERIALS & SERVICES	\$103,500	\$103,500	\$103,500
23	\$0	\$184,984	\$30,000	873 EQUIPMENT [S] S WWTP WELL (Millhouse S)	\$30,000	\$30,000	\$30,000
24	\$0	\$0	\$1,000	853 TOOLS	\$3,000	\$3,000	\$3,000
25	\$1,200	\$7,924	\$30,000	803 SEWER SYSTEM	\$30,000	\$30,000	\$30,000
26	\$1,200	\$192,908	\$61,000	TOTAL CAPITAL OUTLAY	\$63,000	\$63,000	\$63,000
27	\$0	\$0	\$33,000	950 General Operating Contingency	\$33,400	\$33,400	\$33,400
28	\$94,842	\$265,617	\$253,900	TOTAL EXPENDITURES (210.060)	\$258,600	\$258,600	\$258,600

INCLUSIVE - SEWER
(210-000)

	ACTUAL		BUDGETED AMOUNT 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017			
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
1								1
2	\$114,703	\$133,194	\$0	ADMINISTRATION	\$228,325	\$228,325	\$228,325	2
3								3
4	\$94,842	\$265,617	\$0	OPERATIONS	\$258,600	\$258,600	\$258,600	4
5								5
6								6
7				TRANSFERS				7
8		\$20,000	\$20,000	905 TO BLDG & EQUIPMENT	\$20,000	\$20,000	\$20,000	8
9			\$0	908 TO COMMUNITY PROJECTS	\$0	\$0	\$0	9
10		\$60,000	\$0	485 TO STREET	\$0	\$0	\$0	10
11	\$120,000	\$70,000	\$20,000	TOTAL TRANSFERS	\$20,000	\$20,000	\$20,000	11
12								12
13				CONTINGENCY				13
14								14
15				RESOURCES				15
16				SEWER	\$577,000	\$586,150	\$586,150	16
17								17
18								18
19	\$302,941	\$312,355	\$20,000	TOTAL RESOURCES	\$577,000	\$586,150	\$586,150	19
20								20
21	\$209,545	\$398,811	\$477,625	TOTAL EXPENDITURES	\$486,925	\$486,925	\$486,925	21
22	\$511,824	\$355,368	\$104,375	975 UNAPPROPRIATED ENDING BAL.	\$90,075	\$99,225	\$99,225	22
23	\$329,545	\$398,811	\$582,000	TOTAL REQUIREMENTS	\$577,000	\$586,150	\$586,150	23

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

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017				
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
				RESOURCES					
1	\$305,086	\$241,686	\$350,000	411 BEGINNING CASH BALANCE	\$240,000	\$240,000	\$240,000	\$240,000	1
2	\$2,258	\$2,284	\$2,200	414 INTEREST	\$1,600	\$1,600	\$1,600	\$1,600	2
3									3
				OTHER RESOURCES					
4	\$94,979	\$94,304	\$85,000	424 STATE HWY ALLOCATION	\$88,000	\$88,000	\$88,000	\$88,000	4
5	\$54,264	\$54,568	\$50,000	433 PACIFICORP FRANCHISE FEE	\$52,000	\$52,000	\$52,000	\$52,000	5
6	\$0	\$0	\$200	456 MISCELLANEOUS	\$200	\$200	\$200	\$200	6
7									7
				TRANSFER					
11	\$1,800	\$1,800	\$1,800	901 TO BIKEWAY (See Street Fund)	\$1,800	\$1,800	\$1,800	\$1,800	11
13									13
14	\$458,387		\$489,200	TOTAL RESOURCES - NO TAXES	\$383,600	\$383,600	\$383,600	\$383,600	14
				TAX NECESSARY TO BALANCE					
				TAXES COLLECTED/YR LEVIED					
15	\$458,387	\$394,650	\$489,200	TOTAL REQUIREMENTS	\$383,600	\$383,600	\$383,600	\$383,600	15

		Historical Data		Adopted Budget This Year 2015-2016	EXPENDITURE DESCRIPTION	Budget Year: 2016-2017		
2013-2014	2014-2015	Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body		
					Personnel Services			
1	\$52,254	\$55,905	\$65,000	\$65,000	510 SALARIES	\$67,900	\$67,900	\$67,900
3	\$33,277	\$35,333	\$45,000	\$45,000	540 BENEFITS	\$47,000	\$47,000	\$47,000
4	\$85,531	\$91,238	\$110,000	\$110,000	TOTAL Personnel SERVICES	\$114,900	\$114,900	\$114,900
					Materials & Services			
5	\$3,088	\$248	\$5,000	\$5,000	635 ENGINEER	\$3,500	\$3,500	\$3,500
6	\$2,048	\$2,730	\$3,200	\$3,200	642 STREET SWEEPING & GRADING	\$3,600	\$3,600	\$3,600
7	\$3,102	\$3,818	\$5,000	\$5,000	649 MISC. [2011: SERVICE CONTRACTS]	\$5,000	\$5,000	\$5,000
8	\$580	\$188	\$1,500	\$1,500	654 SHOP EXPENSES	\$1,500	\$1,500	\$1,500
9	\$3,330	\$1,369	\$5,000	\$5,000	655 GRAVEL/ASPHALT	\$5,000	\$5,000	\$5,000
10	\$0	\$0	\$5,000	\$5,000	658 STRIPING & PAINTING	\$5,000	\$5,000	\$5,000
11	\$832	\$1,867	\$5,000	\$5,000	659 MISC. [2011: OPERATING EXPENSES]	\$5,000	\$5,000	\$5,000
12	\$2,222	\$2,338	\$4,000	\$4,000	661 PETROLEUM PRODUCTS	\$4,000	\$4,000	\$4,000
13	\$54	\$158	\$1,200	\$1,200	669 MISC. [EXPENSE REIMBURSE]	\$1,200	\$1,200	\$1,200
14	\$0	\$134	\$500	\$500	676 EDUCATION	\$500	\$500	\$500
15	\$20,346	\$21,945	\$30,000	\$30,000	691 ELECTRICITY (Mill Race)	\$32,000	\$32,000	\$32,000
16	\$336	\$140	\$2,500	\$2,500	710 VEHICLES	\$2,500	\$2,500	\$2,500
17	\$3,667	\$3,543	\$4,800	\$4,800	730 EQUIPMENT & CLOTHING	\$4,800	\$4,800	\$4,800
18	\$0	\$368	\$200	\$200	740 CELL	\$300	\$300	\$300
19	\$0	\$545	\$3,000	\$3,000	731 EQUIPMENT REPLACEMENT	\$3,000	\$3,000	\$3,000
20	\$39,605	\$42,389	\$75,900	\$75,900	TOTAL MATERIALS & SERVICES	\$76,900	\$76,900	\$76,900
					Capital Outlay			
21	\$0	\$0	\$5,000	\$5,000	848 EQUIPMENT	\$3,000	\$3,000	\$3,000
23	\$0	\$266	\$25,000	\$25,000	875 [2011: MILL RACE PUMPS]	\$40,000	\$40,000	\$40,000
					Systems			
24	\$13,816	\$79,210	\$100,000	\$100,000	804 STREETS	\$100,000	\$100,000	\$100,000
26	\$0	\$0	\$25,000	\$25,000	807 SIDEWALKS & PATHS	\$15,000	\$15,000	\$15,000
27	\$13,816	\$79,476	\$155,000	\$155,000	TOTAL CAPITAL OUTLAY	\$158,000	\$158,000	\$158,000
					Transfers			
28	\$1,800	\$1,800	\$1,800	\$1,800	901 TO BIKEWAY/FOOTPATH FUND	\$1,800	\$1,800	\$1,800
30	\$138,953	\$213,101	\$342,700	\$342,700	TOTAL EXPENDITURES	\$351,600	\$351,600	\$351,600
31			\$146,500	\$146,500	975 UNAPPROPRIATED ENDING FUND BALANCE	\$32,000	\$32,000	\$32,000
32	\$138,953	\$213,101	\$489,200	\$489,200	TOTAL REQUIREMENTS	\$383,600	\$383,600	\$383,600

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

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	2013-2014	2014-2015					
				RESOURCES			
1	\$0	\$0	\$0	BEGINNING CASH BALANCE	\$0	\$0	\$0
2	\$0	\$0	\$0	PRIOR TAXES	\$0	\$0	\$0
3	\$0	\$0	\$0	INTEREST	\$0	\$0	\$0
4							
5				TRANSFERS			
6	\$0	\$0	\$0	Total Resource Except Taxes to be Levied	\$0	\$0	\$0
7			\$0	TAXES NECESSARY TO BALANCE	\$0	\$0	\$0
8	\$0	\$0	\$0	TAXES COLLECTED IN YEAR LEVIED			
9	\$0	\$0	\$0	TOTAL RESOURCES	\$0	\$0	\$0
10				REQUIREMENTS			
11	\$0	\$0	\$0	1979 G.O. BONDS	\$0	\$0	\$0
12	\$0	\$0	\$0	TOTAL PRINCIPAL	\$0	\$0	\$0
13							
				BOND INTEREST PAYMENTS			
14	\$0	\$0	\$0	1979 G.O. BONDS	\$0	\$0	\$0
15	\$0	\$0	\$0	TOTAL INTEREST	\$0	\$0	\$0
16							
17	\$0	\$0	\$0	UNAPPROPRIATED BAL FOR NEXT YEAR	\$0	\$0	\$0
18				1979 G.O. BONDS			
19							
20	\$0	\$0	\$0	TRANSFER TO GENERAL FUND	\$0	\$0	\$0
21							
21	\$0	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0
23	\$0	\$0	\$0	UNAPPROPRIATED ENDING FUND BALANCE	\$0	\$0	\$0
24	\$0	\$0	\$0	TOTAL REQUIREMENTS	\$0	\$0	\$0

**BONDED DEBT
Resources & Requirements**

City of Brownsville

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

General Obligation Bonds

Historical Data		Budget Year: 2016-2017			
Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Proposed by Budget Officer	Approved by	Adopted by Governing Body
1	\$61,805	\$64,521	\$22,750	\$25,000	\$25,000
2	\$2,997	\$3,186	\$2,300	\$1,600	\$1,600
3	\$312	\$323	\$300	\$250	\$250
4					
5	\$65,114	\$68,032	\$25,350	\$26,850	\$26,850
6			\$54,928	\$54,927	\$54,927
7					
8	\$57,543	\$68,032	\$80,276	\$81,777	\$81,777
9	\$12,620	\$14,179	\$14,179	\$14,817	\$14,817
10	\$5,180	\$5,725	\$5,725	\$5,986	\$5,986
11	\$17,800	\$19,904	\$19,904	\$20,813	\$20,813
12					
13	\$25,670	\$24,111	\$24,111	\$23,473	\$23,473
14	\$11,457	\$10,912	\$10,913	\$10,641	\$10,641
15	\$37,127	\$35,023	\$35,024	\$34,114	\$34,114
16					
17					
18					
19	\$54,927	\$54,927	\$54,928	\$54,927	\$54,927
20			\$22,750	\$30,076	\$30,076
21	\$64,521	\$67,863	\$77,676	\$85,003	\$85,003

**BONDED DEBT
Resources & Requirements**

City of Brownsville

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

General Obligation Bonds

Historical Data		Adopted 2015-2016	DESCRIPTION OF RESOURCES & REQUIREMENTS	Budget Year: 2016-2017		
Actual 2013-2014	Actual 2014-2015			Proposed by Budget Officer	Approved by	Adopted by Governing Body
			Resources			
			411 BEGINNING CASH BALANCE	\$50,000	\$50,000	\$50,000
			412 CURRENT TAXES	\$189,175	\$189,175	\$189,175
			413 PRIOR TAXES	\$10,000	\$10,000	\$10,000
			414 INTEREST	\$2,000	\$2,000	\$2,000
			488 DEBT SERVICE FEES (Collected Monthly)	\$125,000	\$125,000	\$125,000
			Total Resources Except Taxes to be Levied	\$376,175	\$376,175	\$376,175
			TAXES NECESSARY TO BALANCE	\$189,175	\$189,175	\$189,175
			TAXES COLLECTED IN YEAR LEVIED			
			TOTAL RESOURCES	\$376,175	\$376,175	\$376,175
			Requirements			
			Bond Principal Payments			
			898.001 USDA RUS LOAN #1 (\$3,017,000) (08-09)	\$40,717	\$40,717	\$40,717
			Issue Date: 08.2008 Payment Date: 08.2011			
			898.002 USDA RUS LOAN #2 (\$3,200,000) (08-09)	\$40,053	\$40,053	\$40,053
			Issue Date: 08.2008 Payment Date: 08.2011			
			898.003 CDBG LOAN (\$300,000) (08-09)	\$9,867	\$9,867	\$9,867
			Issue Date: 08.2008 Payment Date: 12.2011			
			TOTAL PRINCIPAL	\$90,637	\$90,637	\$90,637
			Bond Interest Payments			
			895.001 USDA RUS LOAN #1 (\$3,017,000) (08-09)	\$133,203	\$133,203	\$133,203
			Issue Date: 08.2008 Payment Date: 08.2011			
			895.002 USDA RUS LOAN #2 (\$3,200,000) (08-09)	\$118,099	\$118,099	\$118,099
			Issue Date: 08.2008 Payment Date: 08.2011			
			895.003 CDBG LOAN (\$300,000) (08-09)	\$12,236	\$12,236	\$12,236
			Issue Date: 08.2008 Payment Date: 12.2011			
			TOTAL INTEREST	\$263,538	\$263,538	\$263,538
			TOTAL ANNUAL PAYMENT	\$354,175	\$354,175	\$354,175
			TOTAL APPROPRIATED	\$354,175	\$354,175	\$354,175
			975 UNAPPROPRIATED ENDING FUND BALANCE	\$22,000	\$22,000	\$22,000
			TOTAL REQUIREMENTS	\$376,175	\$376,175	\$376,175

06/24/2016

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

City of Brownsville

23
**FORM
LB-10**

		Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017		
2013-2014	2014-2015	Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body		
					Resources			
1	\$343,503	\$373,236	\$415,000	411	BEGINNING CASH BALANCE	\$380,000	\$380,000	\$380,000
2	\$1,733	\$1,868	\$1,500	414	INTEREST	\$1,500	\$1,500	\$1,500
3					TRANSFERS FROM OTHER FUNDS			
			\$0	486	FROM STREET			
			\$0	482	FROM WATER FUND			
5	\$20,000	\$20,000	\$20,000	481	FROM SEWER FUND	\$20,000	\$20,000	\$20,000
6	\$8,000	\$8,000	\$0	480	FROM GENERAL FUND			
7	\$373,236	\$403,104	\$436,500		Total Resources Except Taxes to be Levied	\$401,500	\$401,500	\$401,500
8								
9								
10	\$373,236	\$403,104	\$436,500		TOTAL RESOURCES	\$401,500	\$401,500	\$401,500
11					REQUIREMENTS			
					Capital Outlay			
12	\$0	\$0	\$244,000	848.001	VEHICLE ACQUISITION-VACTOR TRUCK	\$264,000	\$264,000	\$264,000
13	\$0	\$8,525	\$40,000	848	VEHICLE REPLACEMENT [2015: Service Truck]	\$0	\$0	\$0
14	\$0	\$32,525	\$0	818.01	LIBRARY CARPET	\$0	\$0	\$0
15			\$40,000		TOTAL APPROPRIATED	\$0	\$0	\$0
16			\$396,500	975	UNAPPROPRIATED ENDING FUND BALANCE	\$401,500	\$401,500	\$401,500
17	\$373,236	\$362,054	\$436,500		TOTAL REQUIREMENTS (500.000)	\$401,500	\$401,500	\$401,500

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

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017			
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
1	\$1,128	\$1,134	\$895	411 BEGINNING CASH BALANCE	\$40,229	\$40,229	\$40,229	1
2								2
3	\$6	\$0	\$0	414 INTEREST	\$0	\$0	\$0	3
4	\$0	\$0	\$38,200	TRANSFERS TO/FROM WATER FUND	\$0	\$0	\$0	4
5	\$0	\$1,134	\$895	Total Resources Except Taxes to be Levied	\$40,229	\$40,229	\$40,229	5
6								6
7				TAXES COLLECTED IN YEAR LEVIED				7
8	\$1,134	\$1,134	\$39,095	TOTAL RESOURCES	\$40,229	\$40,229	\$40,229	8
				REQUIREMENTS				
				RESERVE FUNDS				
9	\$0	\$0		802 FUTURE SYSTEMS (Water C.I. Fee)	\$19,000	\$19,000	\$19,000	9
12	\$0	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0	12
13	\$1,134	\$1,134	\$39,095	975 UNAPPROPRIATED ENDING FUND BALANCE	\$59,229	\$59,229	\$59,229	13

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

City of Brownsville

Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017		
2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
			RESOURCES			
1	\$197,138	\$198,971	411 BEGINNING CASH BALANCE	\$199,125	\$199,125	\$199,125
2	\$995	\$500	414 INTEREST	\$750	\$750	\$750
3			TRANSFERS FROM OTHER FUNDS			
4						
5						
6	\$198,133	\$197,471	Total Resources Except Taxes to be Levied	\$199,875	\$199,875	\$199,875
	\$0	\$0	TAXES NECESSARY TO BALANCE	\$0	\$0	\$0
7			TAXES COLLECTED IN YEAR LEVIED			
8	\$198,133	\$197,471	TOTAL RESOURCES	\$199,875	\$199,875	\$199,875
			TRANSFER			
12	\$0	\$0	905 TO BUILDING & EQUIPMENT	\$0	\$0	\$0
13	\$0	\$0	908 TO COMMUNITY PROJECTS FUND	\$0	\$0	\$0
14	\$0	\$0	909 TO STREET FUND	\$0	\$0	\$0
15	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0
16		\$197,471	975 UNAPPROPRIATED ENDING FUND BALANCE	\$199,875	\$199,875	\$199,875
17	\$198,133	\$197,471	TOTAL REQUIREMENTS (600.000)	\$199,875	\$199,875	\$199,875

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

**FORM
LB-10**

City of Brownsville

Actual		Adopted Budget This Year 2015-2016		DESCRIPTION RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
2013-2014	2014-2015						
				RESOURCES			
1	\$92,608	\$102,283	\$90,901	411 BEGINNING CASH BALANCE	\$67,295	\$67,295	\$67,295
2	\$467	\$612	\$350	414 INTEREST	\$350	\$350	\$350
3	\$9,208	\$4,500	\$6,500	455 SYSTEMS DEVELOPMENT CHARGES	\$6,500	\$6,500	\$6,500
4	\$9,675	\$107,295	\$97,751	Total Resources Except Taxes to be Levied	\$74,145	\$74,145	\$74,145
5				TAXES COLLECTED IN YEAR LEVIED			
6	\$102,283	\$107,295	\$97,751	TOTAL RESOURCES	\$74,145	\$74,145	\$74,145
				REQUIREMENTS			
				CAPITAL OUTLAY			
7	\$0	\$0	\$0	802 WATER SYSTEM UPGRADES	\$0	\$0	\$0
8							
				TRANSFERS			
9	\$0	\$40,000	\$40,000	TO Water OP (200.060.802 Water Line Installations)	\$0	\$0	\$0
10	\$0	\$40,000	\$40,000	TOTAL APPROPRIATED	\$0	\$0	\$0
11	\$0	\$67,295	\$67,951	975 UNAPPROPRIATED ENDING FUND BAL	\$74,145	\$74,145	\$74,145
12	\$102,283	\$107,295	\$97,951	TOTAL REQUIREMENTS	\$74,145	\$74,145	\$74,145

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

**FORM
LB-10**

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017					
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				RESOURCES						
1	\$233,894	\$249,462	\$239,714	411 BEGINNING CASH BALANCE	\$266,965	\$266,965	\$266,965	\$266,965		1
2	\$1,180	\$1,249	\$1,000	414 INTEREST	\$1,000	\$1,000	\$1,000	\$1,000		2
3	\$14,388	\$16,254	\$6,000	455 SYSTEMS DEVELOPMENT CHARGES	\$6,000	\$6,000	\$6,000	\$6,000		3
4										4
				TRANSFERS						
5										
6	\$249,462	\$266,965	\$246,714	Total Resources Except Taxes to be Levied	\$273,965	\$273,965	\$273,965	\$273,965		5
			\$0	TAXES NECESSARY TO BALANCE						6
7				TAXES COLLECTED IN YEAR LEVIED						
8	\$249,462	\$266,965	\$246,714	TOTAL RESOURCES	\$273,965	\$273,965	\$273,965	\$273,965		7
				RESERVE						8
9				500 EMERGENCY PROJECT [New]	\$100,000	\$100,000	\$100,000	\$100,000		9
10										10
				TRANSFER						
11	\$0	\$0	\$0	TO SEWER CONSTRUCTION	\$0	\$0	\$0	\$0		11
12	\$0	\$0	\$100,000	TOTAL APPROPRIATED	\$100,000	\$100,000	\$100,000	\$100,000		12
13			\$146,714	975 UNAPPROPRIATED ENDING FUND BALANCE	\$173,965	\$173,965	\$173,965	\$173,965		13
14	\$249,462	\$266,965	\$246,714	TOTAL REQUIREMENTS (720.000)	\$273,965	\$273,965	\$273,965	\$273,965		14

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

**FORM
LB-10**

City of Brownsville

Line Item	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017					
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				RESOURCES						
1	\$38,886	\$44,156	\$44,156	411 BEGINNING CASH BALANCE	\$50,576	\$50,576	\$50,576	\$50,576		1
2	\$186	\$221	\$150	414 INTEREST	\$150	\$150	\$150	\$150		2
3	\$7,084	\$6,199	\$2,400	455 STORMWATER SDC's	\$2,400	\$2,400	\$2,400	\$2,400		3
4										4
5				TRANSFERS						5
6			\$46,706	Total Resources Except Taxes to be Levied	\$53,126	\$53,126	\$53,126	\$53,126		6
7				TAXES COLLECTED IN YEAR LEVIED						7
8	\$44,156	\$50,576	\$46,706	TOTAL RESOURCES	\$53,126	\$53,126	\$53,126	\$53,126		8
9										9
10				REQUIREMENTS						
11				MATERIAL & SERVICES						11
12				CAPITAL OUTLAY						12
13				TRANSFER						13
14	\$0	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0	\$0		14
15			\$46,706	975 UNAPPROPRIATED ENDING FUND BAL.	\$53,126	\$53,126	\$53,126	\$53,126		15
16	\$44,156	\$50,576	\$46,706	TOTAL REQUIREMENTS (730.000)	\$53,126	\$53,126	\$53,126	\$53,126		16

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

06/24/2016

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017					
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				RESOURCES						
1	\$30,614	\$33,527	\$33,527	411 BEGINNING CASH BALANCE	\$36,448	\$36,448	\$36,448	\$36,448	\$36,448	1
2	\$154	\$168	\$140	414 INTEREST	\$150	\$150	\$150	\$150	\$150	2
3	\$959	\$953	\$0	456 MISCELLANEOUS/DONATIONS	\$0	\$0	\$0	\$0	\$0	3
4				TRANSFERS						4
5	\$1,800	\$1,800	\$1,800	485 FROM STREET FUND	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	5
6										6
7	\$33,527	\$36,448	\$35,467	Total Resources Except Taxes to be Levied	\$38,398	\$38,398	\$38,398	\$38,398	\$38,398	7
8				TAXES COLLECTED IN YEAR LEVIED						8
9	\$33,527	\$36,448	\$35,467	TOTAL RESOURCES	\$38,398	\$38,398	\$38,398	\$38,398	\$38,398	9
10										10
11				REQUIREMENTS						11
				CAPITAL OUTLAY						
12	\$0	\$0	\$0	SIDEWALKS/PATHS	\$0	\$0	\$0	\$0	\$0	12
13				TOTAL EXPENDITURES						13
14			\$35,467	\$75 UNAPPROPRIATED ENDING FUND BALANCE	\$38,398	\$38,398	\$38,398	\$38,398	\$38,398	14
15	\$33,527	\$36,448	\$35,467	TOTAL REQUIREMENTS	\$38,398	\$38,398	\$38,398	\$38,398	\$38,398	15

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

**FORM
LB-10**

06/24/2016

City of Brownsville

Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017		
2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
			RESOURCES			
1	\$5,901	\$5,920	411 BEGINNING CASH BALANCE	\$5,931	\$5,931	\$5,931
2	\$30	\$0	414 INTEREST	\$0	\$0	\$0
3	\$0	\$0	TRANSFERS FROM GENERAL FUND	\$0	\$0	\$0
4	\$0	\$0	416 STATE LIBRARY GRANT	\$0	\$0	\$0
5	\$0	\$0	417 DONATIONS	\$0	\$0	\$0
6	\$0	\$0	418 MISCELLANEOUS/GRANTS	\$0	\$0	\$0
7	\$5,931	\$5,920	Total Resources Except Taxes to be Levied	\$5,931	\$5,931	\$5,931
8						
9			TAXES COLLECTED IN YEAR LEVIED			
10	\$5,931	\$5,920	TOTAL RESOURCES	\$5,931	\$5,931	\$5,931
11						
			REQUIREMENTS			
			MATERIALS & SERVICES			
12	\$0	\$0	GRANTS, EARMARKS OR OTHER	\$0	\$0	\$0
13						
			TRANSFER			
14						
15	\$0	\$0	TOTAL APPROPRIATED	\$0	\$0	\$0
16		\$5,920	975 UNAPPROPRIATED ENDING FUND BAL	\$5,931	\$5,931	\$5,931
17	\$5,901	\$5,920	TOTAL REQUIREMENTS (800.000)	\$5,931	\$5,931	\$5,931

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

City of Brownsville

Actual		Adopted Budget This Year 2015-2016	Budget Year: 2016-2017			
2013-2014	2014-2015		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
RESOURCES AND REQUIREMENTS						
RESOURCES						
1	\$64,125	\$63,150	\$67,625	\$67,625	\$67,625	1
2	\$1,500	\$250	\$250	\$250	\$250	2
3	\$0	\$150	\$150	\$150	\$150	3
4	\$0	\$0	\$0	\$0	\$0	4
5	\$0	\$0	\$0	\$0	\$0	5
6	\$65,625	\$63,550	\$68,025	\$68,025	\$68,025	6
7						7
8						8
9	\$65,625	\$63,550	\$68,025	\$68,025	\$68,025	9
10						10
REQUIREMENTS						
CAPITAL OUTLAY						
TRANSFERS						
11						11
12						12
13	\$0	\$0	\$0	\$0	\$0	13
14			\$68,025	\$68,025	\$68,025	14
15	\$65,625	\$63,550	\$68,025	\$68,025	\$68,025	15

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

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017					
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
				RESOURCES						
1	\$2,305	\$3,481	\$1,356	411 BEGINNING CASH BALANCE	\$3,400	\$3,400	\$3,400	\$3,400		1
2	\$1,164	\$1,434	\$500	415 TRANSIENT ROOM TAX	\$1,000	\$1,000	\$1,000	\$1,000		2
3	\$12	\$0	\$0	414 INTEREST	\$0	\$0	\$0	\$0		3
5	\$0	\$0	\$0	TRANSFERS FROM OTHER FUNDS	\$0	\$0	\$0	\$0		4
6	\$3,481	\$0	\$1,865	Total Resources Except Taxes to be Levied	\$4,400	\$4,400	\$4,400	\$4,400		5
9	\$3,481	\$4,915	\$1,865	TOTAL RESOURCES						6
10										7
				REQUIREMENTS						
				650 DISBURSEMENT [New 2017]	\$3,800	\$3,800	\$3,800	\$3,800		8
11				TRANSFER						
12	\$0	\$0	\$1,365	TOTAL APPROPRIATED	\$3,800	\$3,800	\$3,800	\$3,800		9
13			\$500	975 UNAPPROPRIATED ENDING FUND BALANCE	\$600	\$600	\$600	\$600		10
14	\$3,481	\$4,915	\$1,865	TOTAL REQUIREMENTS	\$4,400	\$4,400	\$4,400	\$4,400		11

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

06/24/2016

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	2013-2014	2014-2015						
1				RESOURCES				1
2				411 BEGINNING CASH BALANCE				2
3				414 INTEREST				3
4				Total Resources Except Taxes to be Levied				4
				TOTAL RESOURCES				
				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	\$0	\$0	\$0	TOTAL REQUIREMENTS				12

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Land Acquisition Fund (911-000)

06/24/2016

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017			
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				RESOURCES				
1	\$9,922	\$9,972	\$9,962	411 BEGINNING CASH BALANCE	\$9,972	\$9,972	\$9,972	1
2	\$0		\$0	413 PRIOR TAXES	\$0	\$0	\$0	2
3	\$50		\$0	414 INTEREST	\$0	\$0	\$0	3
4								4
				TRANSFERS				
5								5
6	\$9,972	\$9,972	\$9,962	Total Resources Except Taxes to be Levied	\$9,972	\$9,972	\$9,972	6
8								8
9	\$9,972	\$9,972	\$9,962	TOTAL RESOURCES	\$9,972	\$9,972	\$9,972	9
10								10
				REQUIREMENTS				
				MATERIAL & SERVICES				
11	\$0	\$0	\$0	APPRAISAL FEES & CLOSING COSTS	\$0	\$0	\$0	11
12								12
				CAPITAL OUTLAY				
13								13
				TRANSFER				
14								14
15	\$0	\$0	\$0	TOTAL EXPENDITURES	\$0	\$0	\$0	15
16			\$9,962	975 UNAPPROPRIATED ENDING FUND BALANCE	\$9,972	\$9,972	\$9,972	16
17	\$9,972	\$9,972	\$9,962	TOTAL REQUIREMENTS (911.000)	\$9,972	\$9,972	\$9,972	17

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**
Community Projects Fund (916-000)

City of Brownsville

	Actual		Adopted Budget This Year 2015-2016	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget Year: 2016-2017			
	2013-2014	2014-2015			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
				Resources				
1	\$124,417	\$163,168	\$128,000	411 BEGINNING CASH BALANCE	\$156,000	\$156,000	\$156,000	1
2	\$628	\$817	\$400	414 INTEREST	\$500	\$500	\$500	2
3								3
4	\$0	\$0	\$0	TRANSFERS FROM OTHER FUNDS				
5	\$0	\$0	\$0	482 FROM WATER FUND	\$0	\$0	\$0	4
6	\$50,000	\$50,000	\$50,000	481 FROM SEWER	\$0	\$0	\$0	5
7	\$175,045	\$213,985	\$178,400	480 FROM GENERAL FUND	\$0	\$0	\$0	6
8				Total Resources Except Taxes to be Levied	\$156,500	\$156,500	\$156,500	7
9								8
10	\$175,045	\$427,970	\$178,400	TOTAL RESOURCES	\$156,500	\$156,500	\$156,500	9
11								10
12				REQUIREMENTS				11
13	\$3,440	\$18,877	\$20,000	Materials & Services				12
14				639 MISC. [2011: BEAUTIFICATION]	\$20,000	\$20,000	\$20,000	13
15	\$5,527	\$4,220	\$40,000	Capital Outlay				14
16	\$0	\$0	\$0	812 BUILDING REPAIR - CITY HALL	\$5,000	\$5,000	\$5,000	15
17	\$110	\$0	\$25,000	PIONEER PARK RESTROOM REPLACEMENT				16
18	\$2,800	\$950	\$5,000	806.002 TREE CITY USA SUPPORT	\$5,000	\$5,000	\$5,000	17
19	\$0	\$0	\$0	679 I.G. REQUESTS & CONTRIBUTIONS	\$5,000	\$5,000	\$5,000	18
20				831 SOFTWARE PACKAGE [2011: PARK EROSION]	\$0	\$0	\$0	19
21	\$55,000	\$90,000	\$90,000	TOTAL APPROPRIATED	\$35,000	\$35,000	\$35,000	20
22	\$163,168	\$189,938	\$88,400	975 UNAPPROPRIATED ENDING FUND BALANCE	\$121,500	\$121,500	\$121,500	21
23	\$218,168	\$279,938	\$178,400	TOTAL REQUIREMENTS (916.000)	\$156,500	\$156,500	\$156,500	22



FY 2016.2017 NOTES

Summary: Below are proposed new accounts for the upcoming fiscal year. The City is adding these accounts to eliminate the Court, Utility and Park bank accounts. All of the checks will be able to be drawn from the general account with these modifications.

REVENUES

1. Page 2	Create New Account Line	500 PARK DEPOSITS	\$8,500
2. Page 10	Create New Account Line	500 UTILITY DEPOSITS	\$5,500

EXPENDITURES

1. Page 7	Create New Account Line	680 STATE UAS	\$4,500
2. Page 7	Create New Account Line	685 COUNTY ADMIN. SERVICES	\$1,100
3. Page 7	Create New Account Line	690 RESITUTION/REFUNDS	\$ 650

Utility Accounts will be credited as 200.000.461 Water Receipts & as 210.000.465 Sewer Receipts from 200.010.500 Utility Deposits as required by customer obligations under the ordinance.

255 N. Main St.

Brownsville, OR 97327

Sewer Delinquent Accounts

<u>Tax Account #</u>	<u>Name & Address</u>	<u>Amount</u>
281929	Regnell Carman 1004 Pine St Brownsville, OR 97327	\$588.92
895654	Bank of America NA 181 Filbert Ct. Brownsville, OR 97327	\$513.11
283404	Kathryn Sharp 373 Kirk Ave Brownsville, OR 97327	\$597.77
285029	Donald Venteicher P.O. Box 282 Brownsville, OR 97327	\$558.92
901598	George & Debra Hamlin 739 Templeton St Brownsville, OR 97327	\$614.97
306627	Charlene Walker 5575 SW Franklin Ave #9 Beaverton, OR 97005	\$588.92
307716	Jim Houston 15558 Logsdan Rd Blodgett, OR 97326	\$558.92

City of Brownsville

255 N. Main St.

Brownsville, OR 97327

Sewer Delinquent Accounts

<u>Tax Account #</u>	<u>Name & Address</u>	<u>Amount</u>
282109	Michael Welch 905 Oak St Brownsville, OR 97327	\$596.42
281689	Kim Hoyer 16603 SW 134 th Tigard, OR 97224-1834	\$661.38
848629	Keith Reister 115 Moody Ct. Brownsville, OR 97327	\$553.57
	Total Due	\$5862.90



FYI

RESOLUTION NO. 2014.15

A RESOLUTION SETTING THE COSTS FOR MACHINERY, MATERIALS AND RESOURCES FOR WORK PERFORMED BY CITY PERSONNEL

WHEREAS, City resources are utilized on various occasions to complete tasks which should have been completed by a contractor, subcontractor, resident, property owner or other entity; and

WHEREAS, the following rate schedule for machinery, materials and human resources shall be utilized when invoices are sent to any contractor, subcontractor, resident, property owner or other entity for these tasks; and

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

SECTION I. That the following costs for machinery, materials and resources for work performed by City personnel be and are hereby set:

Human Resources Per Hour

Regular Pay = \$37.06/individual Overtime Pay = \$55.60/individual

Machinery Rates Per Hour

Backhoe	\$90.00	Dump Truck	\$75.00
Pickup Truck	\$50.00	Grader	\$70.00
Sweeper	\$75.00	6" Trash Pump	\$50.00
Air Compressor & Hammer	\$65.00	Lawn Mower	\$35.00
Weed Trimmer	\$15.00	Boring Machine	\$500 Flat Rate + \$7.00/linear foot

Materials

Appurtenances Cost + 20%

Examples Include:

- ▶ *Hydrants*
- ▶ *Fittings*
- ▶ *Meters*
- ▶ *Light Poles*
- ▶ *Pipe Sizes Vary*

Stone Per Contract
Blacktop Market Price

SECTION II. That this Resolution be in force and effective immediately and repeals all previous resolutions include Resolution 575.

PASSED AND ADOPTED by the Council of the City of Brownsville this 22nd day of July, 2014.

S. Scott McDowell
City Administrator

Don Ware
Mayor



FYI

RESOLUTION NO. 2015.18

A RESOLUTION MODIFYING FEES IN CONNECTION WITH LAND USE PERMITS AND APPLICATIONS; ESTABLISHING POLICIES RELATING TO SAID FEES; REPEALING ANY OTHER RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, costs associated with processing land use actions within the City of Brownsville have increased substantially and the fees charged shall be monitored by Council from time to time,

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

Section 1: The City of Brownsville establishes the following schedule of fees and procedures which are imposed outright for administrative, planning, engineering and publication costs associated with processing land use permits and applications.

Administrative Review

Sign Permit	N/C
NOTE: Signage requested along Highway 228 is subject to Oregon Department of Transportation Regulations.	
Weapons Discharge Permit	N/C
RV Permit	N/C
Garage Sale Permit	N/C
Sidewalk Permit	N/C
Change of Occupancy or Use**	N/C
Manufactured Home Placement Permit	N/C
Old Town Commercial (OTC) Exterior Alteration	N/C
Drainage Ditch Improvement Permit & Review***	N/C
Special Development Zone (SDZ) Forestry Permit**	\$ 250.00



FYI

RESOLUTION NO. 2015.18
Site Plan Review

New Construction Permit* (<i>Primary, Accessory and/or Fence</i>)	\$	30.00
Floodplain Development Permit	\$	30.00
Special Flood Development Review	\$	150.00
Residential Site Plan Review (<i>Non-Subdivision</i>)	\$	200.00
Commercial Site Plan Review	\$	700.00
Industrial Site Plan Review	\$	700.00
SDZ Simple Review**	\$	300.00
Property Line Adjustment	\$	300.00
Manufactured Home Park	\$	1,200.00

* *Not charged when civil engineering site plan review is required.*

** *Indicates that these can be referred to the Planning Commission and additional costs may apply.*

*** *Engineer will estimate applicable charges for associated reviews.*

Planning Commission (Public Hearing)

Conditional Use Permits

Aggregate Mineral Resource Development		Publishing Costs
Home Occupations	\$	250.00
OTC Change of Use	\$	250.00
OTC New Construction	\$	250.00
OTC Secondary Residential	\$	250.00
Planned Unit Development	\$	1,200.00 + \$25.00 per lot
Listed Conditional Uses (<i>Excluding Home Occupation & OTC</i>)	\$	750.00



FYI

RESOLUTION NO. 2015.18***Alteration or Expansion of Conditional Use***

RESIDENTIAL	\$	400.00
COMMERCIAL	\$	800.00

Alteration or Expansion of Non-Conforming Use

RESIDENTIAL	\$	400.00
COMMERCIAL	\$	800.00

SDZ Simple Development Review

RESIDENTIAL	\$	400.00
COMMERCIAL	\$	800.00

Variances – Public Hearing

Residential Lots	\$	200.00
Commercial Lots	\$	800.00
Partitioning Standards	\$	800.00
Subdivision Standards	\$	800.00

Partitioning or Subdividing of Land

Land Partition	\$	1,000.00
Major Land Partition	\$	1,600.00
Subdivision	\$	1,800.00 + \$35.00 per lot

Planning Commission & City Council (Two Hearings)

Zone Change & Zoning Map Amendment	\$	1,500.00
Zoning Ordinance & Text Amendment	\$	1,500.00
Comprehensive Plan Map Amendment	\$	1,500.00
Comprehensive Plan Text Amendment	\$	1,500.00



FYI

RESOLUTION NO. 2015.18

Urban Growth Boundary Amendment \$ 1,800.00

City Council

Street Vacation \$ 250.00

Alley/Easement Vacation \$ 250.00

Annexation \$ 1,000.00

Appeal 3/4 of the Original Fee

SECTION 2. When more than one land-use action is requested, (such as a variance and a conditional use permit), a separate fee will be charged for each land-use action requested due to separate standards and/or criteria requirements.

SECTION 3. Refunds for fees accompanying an application may be made when the application is withdrawn prior to any substantial review of the application and prior to the publication and issuance of any public notice. Refunds shall be made upon authorization of the City Administrator.

SECTION 4. All fees shall be due and payable at the time of application submittal. An application shall be stamped as "Received" when City staff has determined that the application is complete and all fees have been paid.

SECTION 5. The fees provided for herein shall be effective starting July 1st, 2015.

This Resolution shall become effective July 1st, 2015 upon being passed and approved by the City Council.

Passed and approved by the City Council this 23th day of June, 2015.

Attest:



Mayor Don Ware



City Administrator S. Scott McDowell



Free Areas

Pioneer Park

- ▶ Baseball/Softball Diamonds.
- ▶ Soccer Fields.
- ▶ Parking Areas.
- ▶ Playground Equipment Areas.
- ▶ Swimming in the Calapooia River.
- ▶ Restrooms & Portable Toilets.
- ▶ Sidewalks & Trails.
- ▶ Picnic Areas.
- ▶ All park amenities.
- ▶ Horseshoe Pits.
- ▶ Use of bicycles, skate boards, scooters and all other like modes of transportation are done at the operator's risk and responsibility.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Logging Area.
- ▶ Designated Dog Park.
- ▶ Sand Volley Ball Court.
- ▶ Well Head Hills.
- ▶ Use of buildings that are not reserved also may be used by the public at the public's own risk & responsibility.
- ▶ Basketball Courts.
- ▶ Water Fountains and Spiggots.
- ▶ Open Space Areas.

Kirk's Ferry

- ▶ Parking Areas.
- ▶ Basketball Court Areas.
- ▶ Sidewalks.
- ▶ Picnic Areas.
- ▶ All park amenities.
- ▶ Use of bicycles, skate boards, scooters and all other like modes of transportation are done at the operator's risk and responsibility.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Open Space Areas.



Blakely Park

- ▶ Parking Areas.
- ▶ Playground Equipment Areas.
- ▶ Sidewalks.
- ▶ Picnic Areas.
- ▶ All park amenities.
- ▶ Use of bicycles, skate boards, scooters and all other like modes of transportation are done at the operator's risk and responsibility.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Open Space Areas.

Remington Park

- ▶ Parking Areas.
- ▶ Playground Equipment Areas.
- ▶ Sidewalks.
- ▶ Use of bicycles, skate boards, scooters and all other like modes of transportation are done at the operator's risk and responsibility.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Open Space Areas.

Library Park

- ▶ Parking Areas.
- ▶ Sidewalks & Menefee Trail.
- ▶ Use of bicycles, skate boards, scooters and all other like modes of transportation are done at the operator's risk and responsibility.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Open Space Areas.
- ▶ Picnic Areas.
- ▶ All park amenities.
- ▶ Use of Mill Race water is prohibited or done strictly at the risk of the public.

Pioneer Cemetery

- ▶ Parking Areas.
- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ Open Space Areas.



General Open Space Areas

- ▶ Any recreational activities brought in by the public are done at the public's risk and responsibility.
- ▶ The City owns open space that is not improved for public use. Public is at its own risk in these areas.

Ownership Statement

- ▶ All land, appurtenances and amenities are owned by the City of Brownsville. All employees, including the City Administrator, are considered agents and assigns of the City.

Facility Rentals

- ▶ All facilities rented by the general public are "as-is" transactions. The City assumes no responsibility for the general public's use of any equipment, appurtenances or otherwise within the City Park system. The party renting the facilities assumes all liability.

Facility Agreements

- ▶ All facilities rented through agreement by various civic organizations and other organizations are "as-is" transactions. The City assumes no responsibility for their use of any equipment, appurtenances, open space areas or otherwise within the City Park system. The party renting the facilities assumes all liability.

Camping Fees

- ▶ All camping fees collected include all parties staying and associated with a camp site. The City assumes no responsibility for the general public's use of any equipment, open spaces areas, appurtenances or otherwise within the City Park system. The party renting the camp site assumes all liability.



Public Works
Department

Playground Safety Inspection Form

Date of Inspection: _____
Inspector: _____

Surfacing:

Inspect the entire designated protective playground area's surface for the following:

- _____ Adequate protective surfacing under and around all equipment.
- _____ Deterioration of surface materials.
- _____ Foreign objects or debris.
- _____ Compaction or reduced depth of surface material in areas such as landing and turning points.

Comments/Corrective Actions Taken:

General Hazards:

Inspect all playground equipment for the following:

- _____ Sharp points, corners or edges.
- _____ Missing or damaged protective caps or plugs.
- _____ Hazardous protrusions and projections.
- _____ Potential entanglement hazards such as S-hooks and protruding bolts.
- _____ Pinch, crush and shearing points or exposed moving parts.
- _____ Trip hazards such as exposed footings, anchoring devices, rocks , roots or other environmental obstacles in play area.

Comments/Corrective Actions Taken:

Playground Safety inspection Form

Page 2

Deterioration of Equipment

Inspect the playground equipment for the following:

- _____ Rust, rot, cracks or splinters, especially where equipment contacts the ground.
- _____ Broken or missing components on the equipment, such as handrails, barriers, steps, rungs, signs, and other components.
- _____ Anchoring of equipment.
- _____ Painted and other protected surfaces for scratches, wear and vandalism.
- _____

Comments/Corrective Actions Taken:

Security of Hardware

Inspect the playground equipment for any of the following:

- _____ Loose, broken or missing fasteneing devices.
- _____ Moving components such as hangers, chains, swivels, S-hooks and other rotating parts.

Comments/Corrective Actions Taken:

Drainage

Inspect playground area for adequate drainage. Please note any problem areas.

Comments:

General Upkeep of Playground

Inspect playground area for litter, debris, branches, cans, glass and other foreign material. Remove any such material from the playground area.



School Board – WNHS Presentation Notes

June 13th, 2016

Jim Morefield, Executive Director gave a presentation on the history and present accomplishments of the WNHS.

Reported that 10,170 low income households are paying more than 30% of their income on housing.

Housing for Specified income limits include:

- Owner occupied, multi-family rentals, & special needs housing

Currently 22 properties in Linn and Benton Counties

- 424 units of housing
- \$64 million and development costs
- 13 new multifamily rentals in Corvallis (just received building permits)

Presented pictures of several housing unit in Corvallis, Lebanon, and Sweet Home

Questions from Brownsville Residents:

What types of units?

- Possibly: 16 townhouse rentals & 4 single family dwellings
- Want ADA accessible units as well.
- Architect calculated the space to determine the number of units/dwellings for the property. This number could decrease, depending on the final decision.

Who will maintain the properties?

- Developments have landscaping and property management companies who will do client screening and handle the maintenance.

Start to finish development? Process? WNHS applies for special financing.

Funding: Depends on the scale of the project: Federal, State, Private.

- One try per year.
- Two out of three requests are not funded in the first year.
- The building process is not nearly as long as the financing process, which can be up to two years.
- The need for the project must be shown to obtain financing.

Taxes?

- Commitment made with the School District that the development will be property tax generated.

Community Involvement?

- WNHS has a number of public meetings at different phases of the projects:
- Solicit information about neighbor concerns.
- Construction Phase – Important for design to fit in with the neighborhood. Talk with neighbors before the design. What are people looking for?



- These meetings typically begin the design process.
- Occupancy - Introduce property management team and other players to the community

Parking? This will depend upon the City Requirements per the zone – Likely a parking lot.

Impact/Market Study

As with much development, WNHS will complete a market study to determine the need for this type of development. Don't want to build if no one is going to buy or if the need isn't there.

Landscaping? WNHS uses a property management company who handles screening and maintenance of the grounds.

Flooding? Permeable Surface?

As with a lot of areas where there is flat land, drainage and permeable surface can be an issue. It is the responsibility of the architects and engineers to work with the City on how to properly address this concern.

What about the community gardens? WNHS has been told that the District would like to keep the garden as well as the gym. Both are an active part of the neighborhood; he is happy that recreational programs and on-site programs may be available.

Why townhouses and no single level for the elderly?

While there are a number of senior residents in Brownsville, the proposed development will not be considered for a particular age group but will be open to all; giving young families an opportunity to make a life in Brownsville as well. Per Mr. Gardner, there are approximately 50 students transferring in with families looking for homes in the area.

Zoning? Impact? Low Density?

Proposed units will likely fall into the Low or Medium Density Residential zoning as that is what the surrounding area is comprised of. Those regulations will have to be met in terms of what the City requirements are.

Big Takeaway: Should the proposal be accepted and the process put in motion, WNHS will be in close contact with the City to discuss any development requirements. The community and neighboring properties are an important part of the process and will be included.

Submitted by Administrative Assistant Elizabeth Coleman

S. Scott McDowell

From: Don Ware <timeseditor@centurytel.net>
Sent: Thursday, June 09, 2016 9:46 AM
To: Brian Gardner; S. Scott McDowell
Subject: Comments for Monday meeting

I would like to offer the follow comments as written testimony on the proposed Willamette Neighborhood Housing Services presentation on Monday evening.

From Mayor Don Ware:

"I visited several housing sites by the Willamette Neighborhood Housing Services in the Corvallis area last fall along with several School Board members. I was impressed with the quality of their facilities and the manner in which the grounds are well maintained and looking quite beautiful. I am supportive of this organization purchasing the Blakely Street school property if that is the decision of the Central Linn School Board. I would suggest a tour of those facilities by neighbors of the Blakely property if they are concerned about the neighborhood."



Assistance Agreement

BETWEEN: City of Brownsville (City)

AND: Central Linn Recreation Association (CLRA)

DATE: July 2014

RECITALS

- A. CLRA is interested in entering into an agreement with the City to create an administrative partnership for the purposes of developing CLRA organizational efforts.
- B. City believes that CLRA provides a valuable public service by offering a variety of youth activities through sports and desires to provide assistances to support their effort.

FOR AND IN CONSIDERATION OF THE MUTUAL OBLIGATION HEREIN, THE PARTIES AGREE:

DELIVERABLES.

1. **Organizational Development:** City Staff will work with CLRA representatives to create the following, a) Administrative Policies including documents such as background checks, concussion treatment, medical emergency procedures, etc., b) Operational Policies including documents such as facility management, equipment management and capital improvements tracking, c) Management Policies including documents such as Director's Handbook, Coaches Handbook, Parent & Player Handbooks. The City is also asked to assist with basic position descriptions, things to do checklists, develop a training program and fine tune programmatic logistics.
2. **Scheduling:** The City will provide facility booking services, sports scheduling and website update & support. The CLRA will be responsible for providing necessary information for the execution of these tasks.
3. **Operations:** The City will provide basic janitorial service which is restroom cleaning twice a week. The City will also assist in developing general maintenance guidelines and procedures.
4. **Funding Development:** The City will provide logistics and options for developing new partnerships, creating new fee structures and discuss the possible of other opportunities such as a fundraising committee.



TERM. The term of this Memorandum shall commence upon execution hereof and shall continue for one with a one year option to be revisited and renegotiated in June 2015.

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

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

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

City:

CLRA:

Don Ware, Mayor

George Frasier, President

Date:

Date:

6/30/14

Stacey Meneses
36116 Courtney Creek Drive
Brownsville, OR 97327
stacey.meneses@northwestfcs.com

June 23, 2016

To whom it may concern:

I was informed by Joey Running, that there is an open seat on the Brownsville Library Board. I am writing to you today to express my interest in the position.

My husband Dan and I moved to Brownsville in October of 2007 from northern California, where we were both raised on family farms. We own a small business, Farmers Blacksmith, which specializes in welding/fabrication and repairs for farms and ranches. We have three children, Weston (7), Tyge (5) and Dani (3).

My work, as a farm and ranch appraiser is what originally brought us to the area. I am currently a Senior Appraiser at Northwest Farm Credit Services, and have been an employee of the Farm Credit System since graduating from California Polytechnic University, San Luis Obispo nearly fourteen years ago. I am a licensed Certified General Appraiser in both Oregon and California, and in 2007, I received my Accredited Rural Appraiser designation from the ASFMRA.

A few years back I started attending both Parents and Pals and Friday Story Time at the Library. Over time I have become familiar with the activities held at the library and the importance of the library in our community.

I currently volunteer at CLES in both the classroom and PTC, as well as with organizations including Oregon Women for Agriculture, Oregon Society of Farm Managers and Rural Appraisers, Mighty Oaks Children's Therapy Center and am Parish Council President at Holy Trinity Catholic Church. Becoming a member of a board or group located here in Brownsville seems to be the next logical step, as I am interested in becoming more active and involved right here in my own community. As both a professional and as a semi-stay at home mom of young children (I work primarily from home), I believe I can offer a unique perspective to the group.

Overall I believe that the Brownsville Community Library adds to the quality of life in Brownsville. I would like to be a part of ensuring that not only does the Library continue in its current capacity, but does not pass up an opportunity to become an even bigger asset to our community.

Please do not hesitate to contact me with any questions. I can be reached by email at stacey.meneses@northwestfcs.com or by phone at (541) 409-7882. Thank you for your consideration.

Sincerely,
Stacey Meneses, ARA

June 15, 2016

Received
City of Brownsville
JUN 15 2016

Clerk _____

To whom it may concern,
In reading The Times I noticed that there is an opening on the Library
Advisory Board. I would like to have my name considered for that vacancy.
I am a life long member of this community and believe it would be a good
way for me to serve the community that I love.
Thank-you for this consideration.

Gwen Landon
541-466-5260

Gwen Landon

S. Scott McDowell

From: Kathy <motherduck2@gmail.com>
Sent: Wednesday, June 22, 2016 4:13 PM
To: admin@ci.brownsville.or.us
Subject: Library Advisory Board

As a long time resident of the Brownsville area and a big fan of our local library, I would be interested in serving on the Library Board

Kathy Rogers
26366 Gap Rd
Brownsville

541-760-0833

S. Scott McDowell

From: Barbara <bderobertis@yahoo.com>
Sent: Thursday, June 16, 2016 11:00 AM
To: admin@ci.brownsville.or.us
Subject: Library Advisory Board open position

Dear City Of Brownsville,

I understand there is a current opening for a Board position on the City of Brownsville's Library Advisory Board. I would like to express my interest in serving on that Board. I have been a Brownsville resident and Brownsville library user since September, 2013.

I have been employed in the library business most of my working adult life, operating the Creslane Elementary School Library (in Creswell,OR) in all aspects from 1989 until 2000 when I was permanently hired by the City of Eugene/Eugene Public Library. I first worked at Eugene's Bethel Branch from 2000-2002 and then transferred to the downtown library, where I worked as a Reference Assistant in Youth Services until 2013, when I retired and moved to Brownsville.

I have also taken several graduate level courses in the Masters of Library Science Program through Emporia State University. Discourse in many of these classes centered around the global picture of libraries as ever-changing organizations and the importance of their role in communities.

I understand that I do not need library experience to be considered for this position, but would like to make my experience in the library world and its workings to be known.

The Brownsville Library is an essential part of our community. I would be honored to serve on the City of Brownsville's Library Advisory Board.

Thank you for your consideration.

Sincerely,
 Barbara DeRobertis
 336 E. Blakley Ave.
 Brownsville, OR. 97327
 541-466-3399

Sent from my iPad

Elizabeth Coleman

From: Bryan Wyant <bryanswoodshed@gmail.com>
Sent: Tuesday, June 21, 2016 7:09 PM
To: Elizabeth Coleman
Subject: Request for appointment for Planning Commission

Dear City of Brownsville Planning Commission,

My name is Bryan Wyant. I have been a Brownsville resident since 2013. I would like to submit my request for appointment to the City of Brownsville's Planning Commission. I have been wanting to serve the community of Brownsville in some official capacity ever since moving to Brownsville. This looks like the perfect opportunity to do so.

I have been a licensed contractor for 9 years. (CCB#172516) I have two businesses: Bryan Wyant Construction, for which I do small remodels, deck and fence construction; and Bryan's Woodshed, in which I use mostly reclaimed building materials to create sheds, chicken coops, barn wood furniture, greenhouses, garden art and more.

I feel that my years of working both as a contractor and as a small business owner and the desire to serve others are assets that can be used in the Planning Department. I hope you will consider me for the City of Brownsville's Planning Commission and allow me to serve with you.

Thank you for your consideration.

Sincerely,

Bryan J. Wyant
336 E. Blakely Ave.
Brownsville, OR 97327
541-521-2269

JUN 21 2016

Clerk Ee

Doug Block

350 Spaulding Ave. | 541-619-1019 | dougblock2008@gmail.com

June 21, 2016

Brownsville Planning Commission

Dear Commissioners,

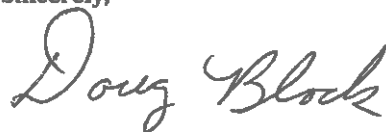
I am interested in being a member of the Brownsville Planning Commission and ask that you consider me for one of the two openings. I have lived in and around Brownsville since 1982 when I bought my first home on Hausman Ave. Brownsville is my home and for the future planning of this town I would like to see that land use policy and building practices be up to code.

As a concerned member of our community I would like to volunteer my time, energy and skills to the future planning of our town.

My many years of residing in Brownsville has provided me with a fair amount of knowledge about this town.

I respectfully request your consideration for this appointment to the Brownsville Planning Commission.

Sincerely,



Doug Block

City of: Brownsville

Please mark 4 boxes with an X that reflect the top 4 issues that your city recommends be the priorities for the League's 2017 legislative agenda.

Legislation

Community Development

- A. Needed Housing Assistance Program
- B. Natural Hazard Land Use Reform
- C. DOGAMI Disaster Mapping
- D. Floodplain Technical Assistance

Energy

- E. Green Energy Technology Requirement
- F. Funding Public Energy Projects
- G. Updates to Oregon Energy Code

Finance and Taxation

- H. Property Tax Reform - Market Value / Local Control
- I. Property Tax Reform - Fairness and Equity
- J. Local Lodging Tax
- K. Nonprofit Property Tax Exemption
- L. Marijuana and Vaping Taxes

General Government

- M. Restore Recreational Immunity
- N. Increase Local Liquor Fees
- O. Marijuana Legalization Implementation
- P. Mental Health Investments
- Q. Qualification Based Selection

Human Resources

- R. Subsidy for Retiree Health Insurance Repeal
- S. PERS Reform
- T. Arbitration Reform
- U. Veterans Preference Clarifications

Telecommunications

- V. Rights of Way
- W. Franchise Fees
- X. 9-1-1 Emergency Communications
- Y. Technology Funding

Transportation

- Z. Transportation Funding and Policy Package

Water/Wastewater

- AA. Funding Water System Resilience
- BB. Enhanced Prescription Drug Take-Back
- CC. Water Supply Development Fund



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Changes to Recreational Use Immunity Law – How Will Cities Navigate These Unfamiliar Waters?

A dad and his daughter visit a city park, where they both begin swinging on the large swing set. Suddenly an “S-hook” fails and the man falls to the ground and breaks his arm. The man later sues the city and names the park maintenance employee as part of his suit. Prior to a recent Oregon Supreme Court ruling (*Johnson v. Gibson*), the city could stop this type of suit—having it dismissed—by asserting that recreational use immunity protected both employee and the city from being sued.

That protection exists no longer.



Kirk Mylander, CIS General Counsel

This change to recreational use immunity came about after the Oregon Supreme Court held that individual government employees are not “owners” under the Oregon Public Use of Lands Act—and are no longer protected by recreational use immunity. As a result, CIS expects to see a sharp increase in lawsuits filed directly against individual city employees who operate, maintain or repair recreational areas. City leaders from all over Oregon are looking to CIS for trusted advice and expert legal counsel on what to do next.

According to CIS General Counsel Kirk Mylander, even after *Johnson v. Gibson*, recreational immunity technically still applies to cities. However, it no longer applies to their employees.


Using the swing accident example, recreational immunity would stop the lawsuit from going forward against the city, but recreational immunity would have no effect on the case against the employee. And who pays for the suit against the city employee? The city. Therefore, the outcome is just like the city being sued directly, as if recreational use immunity never existed. Of course, cities that are insured through CIS will continue to have their defense costs covered by CIS.

Because recreational use immunity is no longer in play, plaintiffs can move forward with lawsuits, but will still have the legal burden of proving that a city employee was negligent, and that the employee’s negligence is what caused the injury

to the plaintiff. The defending city, and its employee, will then have the opportunity to bring forward evidence showing that they were not negligent, acted reasonably, and did not cause the person’s injury.


With this change to the law, it’s absolutely critical for each city in Oregon to put maintenance plans in place. The plans demonstrate that recreational equipment is regularly inspected and maintained. As part of the maintenance program, it’s important to document routine inspections—when a piece of equipment is found to be in need of repair, and the steps city staff took to remove the equipment from service. It’s also important to document when the replacement part was ordered.


Cities that can prove that their park equipment is checked and maintained on a regular schedule will be in a much



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Who pays for the suit against the city employee? The city. Therefore, the outcome is just like the city being sued directly, as if recreational use immunity never existed.

stronger position to defend lawsuits. And for cities that have no documentation at all? They are at much greater risk and may find themselves ill-prepared to win these types of cases.

Again, being proactive can protect cities from costly lawsuits.

In the case of the failed S-hook that sent the man tumbling from the swing? According to CIS Claims Manager Jim McWilliams, those hooks should be on a two- to five-year replacement schedule.

"With the change in the law, it's more critical than ever before that cities make routine maintenance a priority," said McWilliams. "It needs to be on a schedule and it must be documented."

While the loss of recreational immunity puts cities at higher risk of costly lawsuits, CIS is working diligently with the League of Oregon Cities—as well as with the Association of Oregon Counties—on legislation to address the issue.

CIS members can learn more about the changes in recreation use immunity through two recent webinars—one answering frequently asked questions about the subject and the other using Enterprise Risk Management (ERM) to work through the challenges of responding. Check out the webinars in the CIS Learning Center at learn.cisoregon.org.

CIS has also created an online recreational immunity Q&A based on questions generated during the webinars, which can be accessed at www.cisoregon.org/RecImmunity. If you have additional questions, please email Kirk Mylander at kmylander@cisoregon.org. ■



**Jim McWilliams, CIS Claims
Manager**

Recent CIS webinar leads to more questions

Recently, CIS had two webinars about changes to the law and how to address recreational risks by using enterprise risk management techniques. As part of those trainings, questions regarding "discretionary immunity" also came up. Specifically, does discretionary immunity apply if a planned course of action isn't approved by council? CIS General Counsel Kirk Mylander shared that discretionary immunity applies most clearly to a course of action, such as a street or park maintenance plan, when a governing body votes to approve or adopt the plan.

However, he added, discretionary immunity can also apply to policy decisions made by a department head—especially when there's documented evidence that the department head is specifically authorized to make those policy decisions.

Mylander went on to suggest that if putting together a park maintenance plan is within the job duties of a public works director, then discretionary immunity should apply to any claim that alleges that the city should have adopted a different maintenance plan with different priorities.

It's understandable that some elected officials may be concerned about the perception of a maintenance plan that acknowledges there's not enough money to perform all the maintenance a city would like to get done. Still, a deferred maintenance plan could be used to create awareness for voters about where maintenance dollars are being spent, and demonstrate that additional revenues would be put to good use—keeping citizens safe.

"Policy makers need to be clear about the importance of approving deferred maintenance in an actual plan," said Mylander. "I urge city leaders to watch the recorded version of CIS' recent webinar to learn more."

Applications Sought for LOC Board

Continuing the quality programs provided by the League depends on the involvement of city leaders. One avenue for involvement is service on the LOC Board of Directors.

During the League's Annual Conference in September, League members will elect four directors at large and a treasurer to the LOC Board for 2017. After one year, the treasurer becomes LOC Vice President, then LOC President the following year. According to the League's bylaws, the treasurer position and three of the director positions shall be filled by an elected city official. One of the four director positions shall be filled by a city management employee, for which the LOC Nominating Committee will consider the recommendation of the Oregon City/County Management Association. For the first year of the three-year term, this city management position will be "director-elect" (non-voting).

The League's five-member Nominating Committee recommends candidates for open positions. During the annual business meeting on October 1 the entire membership will receive the recommendations of the Nominating Committee and make the final decision.

How to Apply

City officials interested in running for the LOC Board are asked to complete the application form on the League's website (on the Board of Directors page, under About Us). Completed forms are due to the League office by **Friday, August 19**. Applicants will make a presentation to the Nominating Committee during the annual conference on Thursday, September 29.

Serving on the LOC Board is an honor and a responsibility. The board has the final say on League policies, both in terms of legislative issues and in programs and services. A city official's involvement on the board will help the League reflect the values which help cities provide quality of life for citizens.

If you have any questions about the responsibilities of board service, please contact any current member of the board (*see page 4*).

Supreme Court Rules for Local Governments

Earlier this month, the Oregon Supreme Court issued two opinions that will have a substantial and beneficial impact on cities. In *Northwest Natural Gas Company v. City of Gresham*, the court upheld the city's home rule authority to impose a privilege tax on private utilities. In this case, the city amended its license fee ordinance, increasing the fee from 5 to 7 percent. Revenues generated from the increase were targeted to city-wide services, including police, fire, parks and street lights, as opposed to costs related to right-of-way management. For this reason, the court characterized the 2 percent increase as a "tax" rather than a "fee," and held that the city's license fee ordinance was within its home rule authority. The court expressly left open the question of whether a city could rely on its home rule authority to tax another local government, in this case a people's utility district (PUD) (*see page 32*).

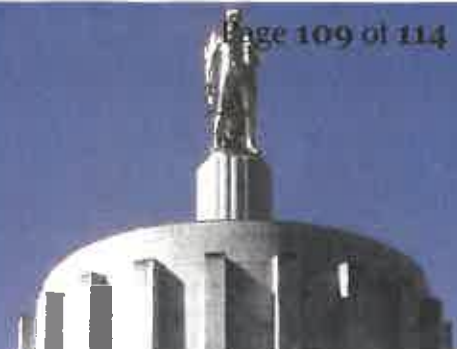
In *Horton v. Oregon Health Sciences University*, the court upheld the validity of the Oregon Tort Claims Act (OTCA), overturning prior cases that had held the OTCA unconstitutional. The court held that the OTCA's \$3 million liability cap on damages imposed against the state and its employees in personal injury actions does not violate the Oregon Constitution's remedies or right to jury clauses. The court noted that its holding was limited to the circumstances of this case and stated that the decision "turns on the presence of the state's constitutionally recognized interest in sovereign immunity, the quid pro quo that the OTCA provides, and the tort claims limits in this case."

The League participated substantially in both cases, filing amicus (friend of the court) briefs and assisting the parties with their briefs. The court specifically referenced the League's brief favorably in the Gresham decision, a good indication that the League's advocacy efforts are having an impact.

Contact: Sean O'Day, LOC General Counsel – soday@orcities.org

2016 Legislative Session

Bills for City Review, Action & Awareness



The 2016 Oregon Legislative Assembly adjourned *sine die* on March 3. Cities now need to review legislation approved during the session to determine actions that must be taken to comply with a new state law. The League's "79th Legislative Session Summary of Bills" provides comprehensive coverage of all bills of interest to cities, and is now available at www.orcities.org. However, to further assist cities with understanding the impact of bills that have been or soon will be enacted, the following is a summary of legislation requiring city action or review.

Community Development

SB 1573: Annexation Voting *Effective Date: March 15, 2016*

Summary: SB 1573 preempts city laws that require a vote on annexation when a petition to annex meets the following requirements: all of the owners of the territory to be annexed agree to the annexation; a least one parcel to be annexed is contiguous to the city's limits; the land to be annexed is within the urban growth boundary; the land is subject to an acknowledged comprehensive plan; and the petition for annexation conforms with all other requirements of the city's annexation ordinances. The city council may still hold a public hearing and must determine if the property should be annexed. However, the council cannot refer the decision to the voters.

What Cities Need to Do: Cities should review their charter or ordinances to determine if there is a requirement that some or all annexation requests be referred to a citizen vote. Where city law requires annexations to be referred to voters, the city needs to determine if there should be a new process to determine that an annexation petition meets the above requirements in order to comply with the preemption. (LOC Staff Contact: Erin Doyle)

Human Resources

SB 1532: Minimum Wage *Effective Date: Upon governor's signature*

Summary: SB 1532 establishes a multi-tiered, multi-phased minimum wage requirement on all Oregon employers. The top tier will be paid by employers within the Portland Metropolitan Urban Growth Boundary, and the lowest tier will be in the rural portions of the state. The increases in wages will be phased in beginning on July 1, 2016, with increases

occurring annually. A table showing the counties included within each tier and the wage increase schedule can be found in the 2016 summary of bills available on the LOC website. There was some discussion during public testimony on this bill that it may constitute an unfunded mandate under Article XI §15 of the Oregon Constitution. Cities wishing to pursue an unfunded mandate claim are encouraged to consult with their city attorney.

What Cities Must Do: Cities must ensure that all positions pay the minimum wage rate established for their region of the state. (LOC Staff Contact: Scott Winkels)

SB 1587: Paystub Itemization Provisions *Effective Date: Upon governor's signature*

Summary: SB 1587 requires employers that withhold any sum of money from the wages, salaries or commissions earned by an employee provide an itemized statement to the employee on regular paydays. The itemized statement must show the amount and purpose of the deductions made during the pay period. SB 1587 clarifies that itemized paystubs must be provided to employees any time payment of wages, salaries or commissions is made, in addition to regular paydays. The bill specifies that the itemized statement must include: the date of payment; dates of work covered by the payment; the name of the employer; gross wages; net wages; the amount and purpose of each deduction; allowances claimed as part of minimum wage; the employer's name and business registry number or business identification number; the address and telephone number of the employer; the rate or rates of pay; and whether the employee is on salary or is paid by the hour, shift, day, week, piece or commission basis. Unless the employee is paid on a salary basis and is exempt from overtime, the statement must also include regular hourly rates of pay, overtime rates of pay, number of regular hours and overtime worked and the respective pay for those hours. If the employee is paid a piece rate, the statement must include the applicable piece rates of pay, the number of pieces completed, and the total pay.

What Cities Must Do: Cities will need to work with human resources staff or those providing payroll services to ensure the new requirements are being met. (LOC Staff Contact: Tracy Rutten)

HB 4067: Whistle Blower*Effective Date: January 1, 2017*

Summary: HB 4067 provides an affirmative defense for public employees who release information exempted from disclosure under ORS 192, if they are engaged in an “objectively good faith” effort to report malfeasance. A person who has legal access to the exempted data may provide it to a superior, a law enforcement agency, a regulatory agency or an attorney when a client relationship exists. Employers will be required to inform their employees of their rights under this act and develop policies to protect “whistle blowing” employees. The protections of this bill do not extend to an agency’s legal counsel or personnel directed by the legal counsel. HB 4067 is designed to allow persons to report illegal activity to an appropriate authority while protecting a public agency’s attorney-client privilege.

What Cities Must Do: Cities must inform their employees of their rights under this act. (LOC Staff Contact: Scott Winkels)

General Government**SB 1571: Untested Sexual Assault Kits***Effective Date: March 29, 2016*

Summary: SB 1571 requires the Oregon State Police to adopt procedures for prioritizing and testing the approximately 5,600 untested rape kits currently held as evidence. Local

police departments must also adopt procedures related to the collection, testing, retention and destruction of sexual assault forensic evidence and communicate those policies to victims. A “rape kit” is a collection of physical evidence collected by a healthcare professional that is transferred to a law enforcement agency for investigative purposes.

What Cities Must Do: Police departments must adopt procedures regarding collection, testing, retention and destruction of sexual assault forensic evidence kits by January 1, 2017. (LOC Staff Contact: Scott Winkels)

HB 4066: Drone Regulation*Effective Date: Upon governor’s signature*

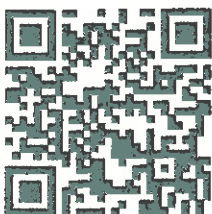
Summary: HB 4066 requires public bodies that utilize uncrewed aerial vehicles, commonly known as “drones,” to establish policies and procedures for use, storage, accessing, sharing, and retention of data collected through drone operation by January 1, 2017. The bill also prohibits weaponizing a drone and creates criminal offenses for operating one in a dangerous manner.

What Cities Must Do: Cities must remove any laser beams, firearms or projectile weapons from city-owned drones and establish policies and procedures related to drone use and data collection. These policies must be made available to the public. (LOC Staff Contact: Scott Winkels) ■



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Oregon RAIN Programs Help Foster Entrepreneurship, Innovation

Small startups flourish with accelerators' mentorship, funding support and other resources

By Melody Finnemore

As the co-founder of a startup company that developed a palm-sized device to quickly test drugs and environmental toxins, Matt Beaudet knew he could use some mentorship and support within Oregon's competitive biotech sector. Beaudet, CEO of NemaMetrix Inc., said the Regional Accelerator & Innovation Network (RAIN) in Eugene has been essential to his company's success.

Founded in 2011, NemaMetrix began its journey at Eugene's FertiLab Thinkubator, an independent nonprofit focused on economic development through innovation and entrepreneurship. With support from the Oregon Nanoscience and Microtechnologies Institute (ONAMI) and the Oregon Translational Research and Development Institute (OTRADI), NemaMetrix participated in the Eugene RAIN accelerator and operated its lab space within FertiLab.

"The mentors and advisors I had at FertiLab helped get me ready for the RAIN accelerator," Beaudet said. "You can have a conversation with someone who is knowledgeable and they will give you immediate feedback on how they view you, and that is critical because it does give you an opportunity to look at how to change the company to grow. A mentor also provides that feedback, but they are there week after week to continue that conversation and provide new feedback."

NemaMetrix's participation in the RAIN accelerator was crucial to its ability to raise \$1 million in its seed round of investment funding. The funding is helping the company launch its ScreenChip System, attract customers, build a larger lab and grow its staff, Beaudet said.

"One of the things the accelerator does is help you hone your methods and make sure your pitch is perfect, and that means not only what you say but how you say it and who you say it to," he said.

Cities, Counties Encouraged to Explore Public-Private Funding Partnerships

RAIN is an Oregon consortium of government, higher education and businesses created to advance the formation of high-growth, innovative startup companies throughout the southern Willamette Valley. Established by former Governor John Kitzhaber and funded by the state Legislature, RAIN is a business incubator and accelerator program that is based in Eugene and Corvallis.

The Eugene RAIN Accelerator is managed as a virtual nonprofit by the city of Eugene, the Eugene Area Chamber of Commerce and the University of Oregon. Established about two years ago, Eugene RAIN offers its 12-week program twice a year.

The OSU Advantage Accelerator (RAIN Corvallis) is about three years old and is a unique, hybrid accelerator incubator program. Typically, business accelerators help entrepreneurs develop an idea that meets a market demand or provides a solution for a market. A business accelerator takes that concept and creates strategies to develop it more quickly and with more stability so it has a greater chance of success.

The two RAIN accelerators operate differently from each other but have the same goals, said Caroline Cummings, a venture catalyst with Oregon RAIN.

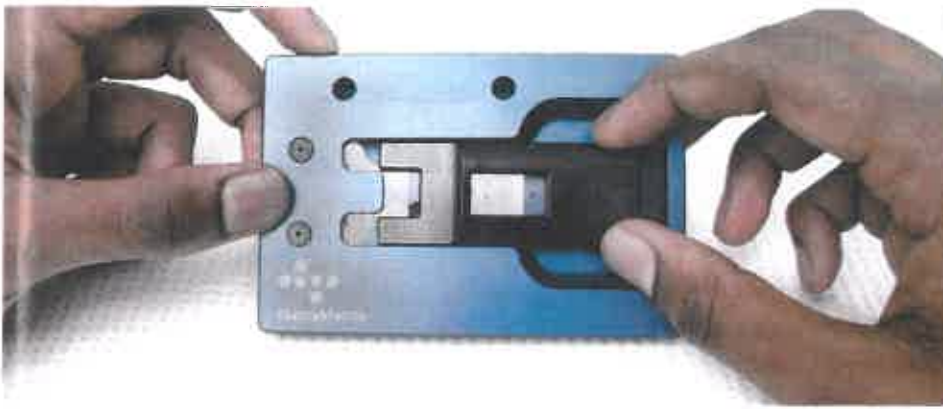
"Starting a business alone is never a good idea, so they help businesses succeed by giving them access to like-minded individuals," she said. "Most business owners are busy working in their business and they don't spend enough time working on their business, so the accelerator helps them do both."

Cummings noted that both programs are strongly supported by the cities that host them. City leaders in Eugene and Corvallis recognized that while recruiting companies and retaining them are essential factors in economic development, a third factor—innovation and entrepreneurship—is just as important.

"The cities came together and asked, 'What can we do to support entrepreneurship and innovation?'" she said. "And the beauty of the model is that the cities recognized that it's a public-private partnership."

An example is the FertiLab, the Eugene nonprofit that has helped NemaMetrix, among other startups. FertiLab offers two programs, one of which is a five-week pre-accelerator program that includes one-on-one mentoring sessions where mentors help the startup leaders develop a list of next steps. The other program runs over several months and provides access to mentors, capital and resources that help entrepreneurs scale their venture more quickly and create jobs.

FertiLab also provides low-cost, physical space in its Eugene and Springfield locations for startup companies. The buildings offer office and meeting space, coworking areas, and



(Left) NemaMetrix, Inc. creates devices to quickly test drugs and environmental toxins; (right) Great Life by Lucinda products can be found in local Whole Foods stores.

educational and networking events for members. The Eugene FertiLab also provides a fully outfitted biotech lab and an analytic chemistry lab for startups in the brew and wine industries.

Cummings said the pre-accelerator and accelerator programs are invaluable because they allow entrepreneurs to conduct their daily business while not only having access to mentors and resources, but also holding them accountable for carrying out the strategies they have developed through the programs. It greatly reduces their chance of failure, increases their opportunities for positive public exposure and enhances their ability to expand their workforce.

“These are the job creators of the future,” she said.

Referring to a study by the Kauffman Foundation, Cummings noted that from the late 1980s through 2004, startup firms under five years old were responsible for nearly all of the country’s net new job creation and about 20 percent of gross job creation.

However, the Great Recession hampered that growth, and the rate of new startups has fallen, a decline that could negatively impact America’s economic recovery if it is not reversed. It is crucial for cities, counties and state legislators to support startups through business incubators, accelerators, mentoring programs, angel investment funds, grants and tax incentives, among other measures, Cummings said.

Oregon RAIN obtained \$2 million during the last legislative session to continue supporting entrepreneurs and their communities.

“We have a model and we want to share it, and those cities just need a little bit of money,” she said, adding anywhere from \$10,000 to \$50,000 can be sufficient and cities and counties can partner with other nearby communities on the investment.

Potential funding sources for municipalities include economic development grants from the state and federal government and charitable foundations such as the Ford Family Foundation. Cummings encouraged cities and counties to seek private funding as well, such as community development funds from banks or businesses that are already well established and want to support local startups.

Angel investor conferences are another potential source, she said, noting last year’s Willamette Angel Conference generated \$1 million in investment for startups participating in the one-day event. The accelerator process vets startups thoroughly,

(continued on page 22)

RAIN By the Numbers

RAIN EUGENE ACCELERATOR:

- Graduated Companies: **25**
- Jobs: **57.75 FTEs**
- Revenue: **\$873,511**
- Funding (grants/equity/debt): **\$4,795,000**
- Students involved: **603**
- Companies assisted: **45**

RAIN CORVALLIS ACCELERATOR:

(also called OSU Advantage Accelerator)

- Graduated Companies (still alive): **24**
- Jobs: **72 FTEs**
- Revenue: **2,264,466**
- Funding (grants/equity/debt): **\$6,878,492**
- Students involved: **2,928**
- Companies assisted: **241**

ACCELERATOR TOTALS:

- Graduated Companies: **49**
- Jobs: **129.75 FTEs**
- Revenue: **\$3,137,977**
- Funding (grants/equity/debt): **\$11,673,492**
- Students involved: **3,531**
- Companies assisted: **286**

RAIN TOTALS (includes Venture Catalyst's outreach): *(including Lane, Linn, Benton and Lincoln Counties)*

- Companies Assisted: **92**
- Jobs: **180.25 FTEs**
- Revenue: **\$3,354,022**
- Funding (grants/equity/debt): **\$12,007,492**

This data is cumulative since they entered the accelerator and is self-reported by the startup companies. The data is reported up through March 2016.

“City leaders in Eugene and Corvallis recognized that while recruiting companies and retaining them are essential factors in economic development, a third factor—innovation and entrepreneurship—is just as important.”

thus streamlining the selection process for angel investors, Cummings added.

Rural, Coastal Areas Targeted for Participation in Accelerators

A new investment fund managed by Elevate Capital will provide another \$10 million for startups, \$3 million of which is designated for Linn, Benton, Lane and Lincoln counties. In addition, Oregon RAIN recently launched pre-accelerator programs in Lincoln County and is working with its economic development group to identify budding entrepreneurs with promising enterprises.

One of them is Bob Barter, a retired electronic engineer who moved to the community of Tidewater in Lincoln County, bought a farm and established a company called Bee Certain. Bee Certain designs, manufactures and sells beehive monitoring systems that help beekeepers track the temperature, humidity and honey reserves in their hives during the winter. Cummings referred him to the OSU Advantage Accelerator to build on his success.

Another burgeoning entrepreneur is Lucinda Whitacre, founder and CEO of Great Life by Lucinda, a natural foods business that is based in Depoe Bay. Whitacre also is participating in the OSU Advantage Accelerator, and at press time was preparing to make a presentation during the Willamette Angel Conference in May. Great Life by Lucinda products already can be found in select Whole Foods stores, and Whitacre recently crafted an agreement to distribute them in Fred Meyer stores as well.

“I just started meeting with a couple of advisors, and they’ve been helping me with negotiations for future projects,” she said. “They know the ropes much better than I do, and they are teaching me how to be more efficient so I don’t work myself into the ground.”

Whitacre said she also appreciates the classes she is able to take through the accelerator along with the opportunity to network with others in the food industry. “And Caroline is so supportive and so connected. She helps me figure things out, and she knows people I would never meet,” she said.

Cummings said her focus as a venture catalyst for Oregon RAIN is to meet with entrepreneurs, listen to their individual needs and connect them with the right resources. Along with helping startups succeed in business, her goals include ensuring they are able to remain in their respective communities.

“We want to support these companies in the communities they are in because we want them to create jobs and support the economies of those communities,” she said. “We’re not a big venture capital state at all so that presents a barrier, but, pardon the pun, we grow our own.”

Since their establishment, Oregon’s RAIN programs have assisted 92 companies, created more than 180 full-time jobs, generated more than \$3.3 million in revenue and obtained more \$12 million in funding. (Please see sidebar on page 21 for more details.) ■

Urban Renewal BY THE NUMBERS

72 cities in Oregon have urban renewal districts

\$278 billion

invested through taxes in past five years

Largest urban renewal investments per capita

\$86.41	Roseburg	\$53.82	Rainier
\$67.17	Wilsonville	\$53.79	Portland
\$67.11	Newport	\$51.54	Veneta
\$62.35	Coburg	\$44.47	Astoria
\$62.06	Lebanon	\$43.24	Coos Bay

MONTH END RECAP

	REVENUE	EXPENDITURES	YTD	%	Unexpended	
1 GENERAL	\$ 13,002.28	\$ 73,017.92	\$ 644,312.88	55.53%	\$ 594,211.12	1
2 WATER	\$ 24,521.20	\$ 15,357.81	\$ 567,984.62	55.76%	\$ 452,465.38	2
3 SEWER	\$ 27,327.31	\$ 18,723.53	\$ 205,222.63	44.85%	\$ 376,777.37	3
4 STREETS	\$ 13,366.82	\$ 14,514.01	\$ 152,333.31	31.14%	\$ 336,866.69	4
5 WATER BOND	\$ -	\$ -	\$ -	0.00%	\$ 77,678.00	5
6 SEWER BOND	\$ -	\$ -	\$ 332,072.00	83.51%	\$ 65,582.00	6
7 SEWER DEBT FEE	\$ 10,929.48	\$ -	\$ -	95.81%	\$ -	7
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 436,500.00	8
9 WATER RESERVE	\$ -	\$ -	\$ -			9
10 HOUSING REHAB	\$ -	\$ -	\$ -			10
11 WATER SDC	\$ 104.65	\$ -	\$ -			11
12 SEWER SDC	\$ 258.00	\$ -	\$ -			12
13 STORMWATER SDC	\$ 98.40	\$ -	\$ -			13
14 BIKEWAY/PATHS	\$ 89.14	\$ -	\$ -			14
15 LIBRARY TRUST	\$ -	\$ -	\$ -			15
16 CEMETERY	\$ 375.00	\$ -	\$ -			16
17 TRANSIENT ROOM TX	\$ 120.53	\$ -	\$ -			17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -			18
19 LAND ACQUISITION	\$ -	\$ -	\$ -			19
20 COMMUNITY PROJECTS	\$ -	\$ 1,249.97	\$ 21,336.80	11.96%	\$ 157,063.20	20
	\$ 90,192.81	\$ 122,863.24				

KeyBank Accounts

General	\$ 18,717.67
Utility	\$ 19,750.00
Park	\$ 6,187.50
Court	\$ 1,991.39

Oregon State Treasury	\$ 4,099,944.32
Community Improvements	\$ -

2015-2016	YTD	% of Total
Appropriated	\$ 1,923,262.24	37.25%

DEBT Payments

Water	\$ 54,928.00
Wastewater	\$ 397,654.00

Total Debt

Water	\$ 784,574.00
Wastewater	\$ 6,145,365.00
Total	\$ 6,929,939.00