



City Hall
206 N. Main St.
Toledo, Oregon 97391
6:00 p.m.

TOLEDO CITY COUNCIL
Regular Meeting – Via Zoom Meeting Platform
April 21, 2021

Virtual Meeting: Due to the governor's executive order, the City Council will hold the meeting through the Zoom video meeting platform. The public is invited to attend the meeting electronically.

Public Comments: The City Council may take limited verbal comments during the meeting. Written comments may be submitted by email to lisa.figueroa@cityoftoledo.org 3:00 p.m. the day of the meeting to be included in the record. Comments received will be shared with the City Council and included in the record.

1. **Call to Order and roll call**
2. **Proclamations/Presentations**
 - Proclamation – National Volunteer Week
 - Presentation – Urban Renewal Feasibility Study results
 - Interview – Budget Committee candidate
 - Interviews – City Council candidates
3. **Visitors/Public Comment**

(The public comment period provides the public with an opportunity to address the City Council regarding items not on the agenda. Please limit your comments to three (3) minutes).
4. **Consent Agenda**

Minutes from the Executive Session held on March 3, 2021, Work Session held March 24, 2021, Executive Sessions and Regular Meeting held on April 7, 2021
5. **Discussion Items**
 - Receive Urban Renewal Feasibility Study
 - Discussion of Water and Sewer rates effective May 21, 2021
6. **Decision Items**
 - Appoint individual to the Budget Committee
 - Approval of the Toledo Public Safety Association salary schedule
 - Approval of Expenditure of \$26,430 for installation of safety catwalk at Water Treatment Plant
 - Interviews and appointment of individual to fill the unexpired term on the City Council

Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2060 or by e-mail at lisa.figueroa@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by calling city offices at (541) 336-2247.

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7. **Reports and Comments**
 - Committee updates
8. **Adjournment**

Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2060 or by e-mail at lisa.figueroa@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by calling city offices at (541) 336-2247.

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CITY OF TOLEDO PROCLAMATION

National Volunteer Week

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's cities are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and

WHEREAS, AmeriCorps and Senior Corps address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service and local leaders across the country for National Volunteer Month.

NOW, THEREFORE, as Mayor of the City of Toledo, I do hereby proclaim **April 18 – 24, 2021** as:

NATIONAL VOLUNTEER WEEK

and encourage residents to recognize the positive impact of national service in our county; to thank those who serve; and to find ways to give back to their communities.

Mayor Rod Cross

April 21, 2021
Date

**TOLEDO CITY COUNCIL
EXECUTIVE SESSION**

March 3, 2021

5:33 p.m.

1. EXECUTIVE SESSION

Mayor Cross called the Executive Session to order at 5:34 p.m. electronically via Zoom in Toledo, Oregon. He read the declaration of Executive Session under the provisions of ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations except to state the general subject of the session as previously announced. No final decisions may be made in Executive Session.

Present	Absent	
X		Mayor Rod Cross
X		Council President Joshua Smith
X		Councilor Jackie Kauffman
X		Councilor Heather Jukich
X		Councilor Bill Dalbey
X		Councilor Todd Michels
X		Councilor Betty Kamikawa

Staff Present: City Manager Judy Richter

No decisions were made in Executive Session.

2. ADJOURNMENT

The Executive Session adjourned at 5:56 p.m.

ATTEST:

City Recorder Lisa Figueroa

APPROVE:

Mayor Rod Cross

**TOLEDO CITY COUNCIL
WORK SESSION
March 24, 2021
6:00 p.m.**

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:00 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
X		Council President Joshua Smith
X		Councilor Jackie Kauffman
X		Councilor Heather Jukich
X		Councilor Todd Michels
X		Councilor Betty Kamikawa
		Vacant

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, Library Director (LD) Deborah Trusty, Fire Chief (FC) Larry Robeson, City Attorney (CA) David Robinson

Visitors present: Katy Bryant, Dave Morgan, Paul Steenkolk, Craig Lash, Dave Inman, Jon Mix

2. VISITORS/PUBLIC COMMENT

There were no comments.

3. CONSENT AGENDA

Minutes from the Meetings held March 3, 2021 and March 17, 2021 and Amended Resolution No. 1641A

Motion – It was moved and seconded (Smith/Jukich) to approve the consent agenda as presented and the motion carried unanimously.

4. DISCUSSION ITEMS

There were no items for consideration.

5. DECISION ITEMS

Interview and consider appointment to the Planning Commission

The City Council interviewed Jonathan Mix for the vacancy on the Planning Commission.

Motion – It was moved and seconded (Smith/Kamikawa) to appoint Mr. Mix to the Planning Commission to fill an unexpired term and the motion carried unanimously.

Approve an Intergovernmental Agreement with the Greater Toledo Pool & Recreation District

CM Richter presented the council report and noted CA Robinson felt number 11 should not be removed, but indicated he amended the language associated with it. She included the Council requested they would like to see the budget indicate how the General Fund would pay for the water

1 donation to the Greater Toledo Pool & Recreation District (Pool District). She stated the donation
2 could be allocated as a donation in the General Fund budget, then the donation would be made to
3 the Pool District and they can pay their bill as any other customer. There was discussion on whether
4 they would pay retail and how it would impact the General Fund. CM Richter indicated staff could
5 bring back information to the Council illustrating how much gallons would cost per month as
6 follows:

- 7 • 150,000 gallons per month effective July 1, 2021
- 8 • 130,000 gallons per month effective July 1, 2022
- 9 • 110,000 gallons per month effective July 1, 2023

10
11 **Motion** – It was moved and seconded to amend the intergovernmental agreement to reflect the
12 cost.

13
14 District Manager Paul Steenkolk asked about the donation. The Council clarified the City would
15 make a payment to the Pool District in July equivalent to the estimated cost [of the gallons donated]
16 and then the Pool District would pay their bill on a monthly basis and the motion carried
17 unanimously.

18
19 Following discussion the motion carried unanimously.

20
21 **Approve expenditure of \$200,000 to purchase pipe to replace Phase 1 of Millcreek raw water**
22 **line**

23 PWD Zuspan presented the council report. He indicated it is the longest lines to replace, which is
24 about 8,000 feet from the Yaquina River to the Mill Creek Pump station. He said the City will go
25 through a railroad crossing, air relief stations will need to be installed and the city crews will
26 conduct all of the installation. He said the project should start in late July and he said he already
27 has easement permissions from Lincoln County and the Wetlands Conservancy group to change
28 the location of the line and he is waiting to hear back from the Siletz Tribe. He summarized the
29 phases of the project. He answered clarification questions for the Council.

30
31 **Motion** – It was moved and seconded (Smith/Jukich) to approve expenditure of \$200,000 to
32 purchase pipe for Phase 1 replacement of Millcreek raw water line and the motion carried
33 unanimously.

34
35 **6. REPORTS AND COMMENTS**

36 FC Robeson provided a report to the Council on the employees of the department. He reported on
37 the three different entities, the Fire Department, the volunteers and the district and described the
38 duties of each entity. He recognized some of the long term volunteers such as Joe Ammons who
39 has served for 30 years and Annette Brooks who has served nine years and said Toledo is lucky to
40 have a large pool of volunteers. He introduced new staff Greg Musil and Shannon Brecik to the
41 City Council and extended an invitation to the City Council to stop by and meet the employees.

42
43 PC Pace updated the City Council on the installation of the new dispatch stations.

44
45 LD Trusty reported on upcoming events. She said they have ordered a reader board to install on
46 the new Library sign.

1 CM Richter commented that staff is diligently working on budget preparation.

2
3 Mayor Cross commented on his work for the Mayors fall conference with the Oregon Mayors
4 Association and the League of Oregon Cities in regards to emergency preparedness. He
5 encouraged everyone to participate. He indicated there was an infrastructure bill presented, to
6 which he spoke against and he said high school sports started.

7
8 **7. ADJOURNMENT**

9 The work session adjourned at 8:14 p.m.

10
11 ATTEST:

APPROVE:

12
13
14 _____
15 City Recorder Lisa Figueroa

Mayor Rod Cross

**TOLEDO CITY COUNCIL
EXECUTIVE SESSION**

April 7, 2021

5:00 p.m.

1. EXECUTIVE SESSION

Council President Joshua Smith called the Executive Session to order at 5:05 p.m. electronically via Zoom in Toledo, Oregon. He read the declaration of Executive Session under the provisions of ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations except to state the general subject of the session as previously announced. No final decisions may be made in Executive Session.

Present	Absent	
	X	Mayor Rod Cross
X		Council President Joshua Smith
X		Councilor Jackie Kauffman
X		Councilor Heather Jukich
X		Councilor Todd Michels
X		Councilor Betty Kamikawa
		Vacant

Staff Present: City Manager Judy Richter, City Recorder Lisa Figueroa

Others Present: Pierre Robert, Labor Attorney

Mayor Cross arrived at 5:51 p.m.

No decisions were made in Executive Session.

2. ADJOURNMENT

The Executive Session adjourned at 6:17 p.m.

ATTEST:

APPROVE:

City Recorder Lisa Figueroa

Mayor Rod Cross

**TOLEDO CITY COUNCIL
EXECUTIVE SESSION**

April 7, 2021

6:00 p.m.

1. EXECUTIVE SESSION

Mayor Cross called the Executive Session to order at 6:23 p.m. electronically via Zoom in Toledo, Oregon. He read the declaration of Executive Session under the provisions of ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations except to state the general subject of the session as previously announced. No final decisions may be made in Executive Session.

Present	Absent	
X		Mayor Rod Cross
X		Council President Joshua Smith
	X	Councilor Jackie Kauffman
X		Councilor Heather Jukich
X		Councilor Todd Michels
X		Councilor Betty Kamikawa
		Vacant

Staff Present: City Manager Judy Richter, City Recorder Lisa Figueroa, City Attorney David Robinson

Councilor Kauffman arrived at 6:34 p.m.

No decisions were made in Executive Session.

2. ADJOURNMENT

The Executive Session adjourned at 6: p.m.

ATTEST:

APPROVE:

City Recorder Lisa Figueroa

Mayor Rod Cross

**TOLEDO CITY COUNCIL
REGULAR MEETING**

April 7, 2021

6:00 p.m.

1. CALL TO ORDER

Mayor Rod Cross called the meeting to order at 6:18 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
X		Council President Joshua Smith
X		Councilor Jackie Kauffman
X		Councilor Heather Jukich
X		Councilor Todd Michels
X		Councilor Betty Kamikawa
		Vacant

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, Police Chief (PC) Michael Pace, Public Works Director (PWD) Bill Zuspan, City Attorney (CA) David Robinson, Library Director (LD) Deborah Trusty

Visitors present: Jon Mix, Robert Duprau, Nancy Bryant, Craig Lash, Paul Steenkolk, Paul Schraeder,

The City Council recessed into Executive Session [via Zoom platform] pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed at 6:20 p.m.

The City Council reconvened the Regular Meeting at 6:45 p.m.

2. PRESENTATIONS

Proclamation – Child Abuse Awareness and Prevention Month

Mayor Cross read a proclamation and declared April as Child Abuse Awareness and Prevention Month.

Proclamation – National Library Week

Mayor Cross read a proclamation and declared April 4-10, 2021 as National Library Week.

Several Council members expressed their appreciation for libraries and how much impact they have had in communities during the coronavirus (COVID-19) pandemic.

Interviews – City Council candidates

Mayor Cross commented that the Council was informed an advertisement for the City Council vacancy had a deadline of today instead of the original deadline to apply and noted there were two

1 other interested candidates. He indicated there was a consensus of the Council to delay the
2 interviews and appointment to the next Council meeting to provide some time for the interested
3 candidates to submit their applications.
4

5 **3. VISITORS/PUBLIC COMMENT**

6 Jon Mix, resident addressed the City Council. He commented on preparing homes against wildfires
7 and asked the Council to consider sharing information within the community. The Council
8 considered including a link to the National Fire Protection Association
9 [https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Preparing-homes-for-](https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Preparing-homes-for-wildfire)
10 [wildfire](https://www.nfpa.org/Public-Education/Fire-causes-and-risks/Wildfire/Preparing-homes-for-wildfire) on the City website.
11

12 **4. CONSENT AGENDA**

13 There were no items for consideration.
14

15 **5. DISCUSSION**

16 **Discussion of Water and Sewer rates effective May 21, 2021**

17 There were several Council members who expressed concern about not increasing the rates more
18 than 3% since there is still concern with COVID-19. CM Richter indicated she was on a LOC call
19 with Representative Peter Defazio, who indicated there is consideration for utility assistance for
20 water and sewer bills. The Council discussed how much they should raise rates without drastically
21 impacting customers and the Council asked staff to bring back information with a forecast of a 2%
22 increase on the base rate and a 4% increase on usage.
23

24 **Review City Council goals and objectives for Fiscal Year 2021-2022**

25 CR Figueroa summarized the council report and referenced the packet, which included the goals
26 as well as the objectives and timelines. She noted the Council wanted to present the goals to the
27 public before the goals are adopted. There were no suggested changes by the Council and CR
28 Figueroa asked for clarification on what kind of feedback to solicit from the public. Mayor Cross
29 replied the Council is seeking
30

31 **6. DECISION ITEMS**

32 **Supplemental Budget Hearing: Resolution No 1462, A resolution adopting a supplemental 33 budget for fiscal year 2020-2021, recognizing unanticipated revenues and making 34 appropriations for expenditure**

35 CM Richter noted Resolutions No. 1462 and 1463 are part of a supplemental budget to accept and
36 appropriate monies received. She indicated the amount of the transfers warranted the public to be
37 noticed per state law and a public hearing was scheduled and duly noticed for this meeting.
38

39 Mayor Cross opened the public hearing at 7:20 p.m. and asked for the council report.

40 CM Richter indicated local budget law allows cities to prepare a supplemental budget when
41 unforeseen circumstances arise after the budget has been adopted. She said the City received
42 money from several grants; including one from Georgia-Pacific Mill for the electric vehicle
43 charging stations and the Oregon Coast Visitor's Association.
44

45 Mayor Cross opened the floor for public comment.
46

1 Tracy Mix, resident asked a clarification question regarding the electric vehicle charging stations
2 and how they are powered. Mayor Cross replied it would be powered through the main grid.

3
4 PWD Zuspan indicated the library will also have an electric vehicle charging station installed as
5 well.

6
7 After hearing no additional comments Mayor Cross closed the Public Hearing at 7:25 p.m.

8
9 **Motion** – It was moved and seconded (Smith/Kauffman) to approve Resolution No 1462, A
10 resolution of the Toledo City Council adopting a supplemental budget for Fiscal Year 2020-2021,
11 recognizing unanticipated revenues and making appropriations for expenditure and the motion
12 carried unanimously.

13
14 **Resolution No 1463 Approving transfer of funds between budget lines for Fiscal Year 2020-**
15 **2021**

16 Mayor Cross opened the Public Hearing at 7:26 p.m. and the Council heard the council report. CM
17 Richter reiterated the council report, summarized the transfers listed in the proposed resolution
18 and said it would balance the budget.

19
20 Mayor Cross opened the floor for public comment and after hearing no comments, he closed the
21 Public Hearing at 7:28 p.m.

22
23 **Motion** – It was moved and seconded (Smith/Kamikawa) to adopt Resolution No 1463 approving
24 transfer of funds between budget lines for Fiscal 2020-2021 and the motion carried unanimously.

25
26 **Approve an Intergovernmental Agreement with the Greater Toledo Pool & Recreation**
27 **District**

28 CM Richter reported the Council requested a forecast of a three year plan of the City donation to
29 the Greater Toledo Pool & Recreation District (Pool District). She said staff projected an average
30 increase of 3% per year and multiplied that by their allowance each year for the following totals:

- 31
 - March 1, 2021 - June 30, 2021: Pool will be billed for usage over 150,000 gallons per
32 month
 - July 1, 2021 – February 28, 2022: The City will make donation of \$28,417.92
 - March 1, 2022 – February 28, 2023: The City will make donation of \$38,229.24
 - March 1, 2023 – February 28, 2024: The City will make donation of \$33,848.60

36 CM Richter said the Pool District will be billed for utility fees as any other customer within the
37 City.

38
39 **Motion** – It was moved and seconded (Smith/Jukich) to approve the Intergovernmental Agreement
40 with the Greater Toledo Pool and Recreation District and the motion carried unanimously.

41
42 **Appointment of individual to fill the unexpired term on the City Council**

43 This item was postponed until April 21, 2021.

1 **7. REPORTS AND COMMENTS**

2 LD Trusty reported on the Department's activities, which includes adult tutoring program, a story
3 walk and summer reading.

4
5 PWD Zuspan said the Skyline tank was repaired and will be refilled and there was no loss to any
6 customers during the repair. He indicated he was able to order the pipe for the Mill Creek repair
7 line that was approved by the Council from the last meeting.

8
9 CM Richter reported the City could potentially get approximately \$700,000 from the American
10 Rescue Act and listed the permissible uses of the relief funds. She said Elaine Howard will present
11 a report on the Urban Renewal feasibility study to the Council at the next meeting.

12
13 The Council wished Councilor Kauffman a Happy Birthday.

14
15 Councilor Kamikawa commended the new art sign coming into Town and said the girl scouts will
16 be working on the garden next weekend from 2:00 p.m. – 4:00 p.m. She said she was going to
17 volunteer to read at the library and dress up as a crayon. She commented the City may need to
18 consider additional assistance to community members with Lincoln County moving into the
19 COVID-19 high risk category again.

20
21 CP Smith commented on the Council goals and indicated he was impressed with the objectives
22 and timelines presented by staff. He said that he is getting accustomed to see staff more positive
23 and they enjoy doing their jobs and thanked all of the staff for their hard work.

24
25 Mayor Cross indicated senior graduation banners will be displayed again this year. He said the art
26 signs are hanging downtown and the art revitalization group will be cleaning up the storefronts on
27 April 9 in anticipation of the installation of the phantom galleries. He said in addition to the
28 galleries and artist's information, there will be information about the vacant space including rent,
29 square footage and who to contact. He said the phantom galleries launch will be held on Saturday,
30 April 17 from 3:00 – 5:00 p.m. on Main Street. He said high school sports have started again and
31 said the schools are looking for volunteers.

32
33 **8. ADJOURNMENT**

34 The meeting adjourned at 7:48 p.m.

35
36 ATTEST:

APPROVE:

37
38
39
40 _____
41 City Recorder Lisa Figueroa

Mayor Rod Cross

CITY OF TOLEDO REQUEST FOR COUNCIL ACTION

	Meeting Date:	Agenda Topic:
	April 21, 2021	Receive the Urban Renewal Feasibility Study
Council Goal:	Agenda Type:	
Not Applicable	Discussion and Information	
Prepared by:	Reviewed by:	Approved by:
City Manager J. Richter	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Staff has no recommendation at this time.

Background:

The City hired Elaine Howard Consulting, LLC to conduct a feasibility study for an urban renewal area (URA) to serve the downtown and other under and undeveloped property along Highway 20, North on A Street NW, and to the southwest of Highway 20 from the railroad tracks to the Yaquina River. The purpose of this feasibility study is to:

- determine the study area boundary meets the limitations imposed under ORS 457 on acreage and assessed value in an urban renewal area,
- examine the financial feasibility of urban renewal in the study area, and to
- examine the impacts on taxing districts as a result of the potential creation of a URA in Toledo.

The feasibility study determined the potential urban renewal area meets the statutory restrictions of urban renewal for the city the size of Toledo with under 25% of the total assessed value and acreage being in the urban renewal area boundary. The feasibility study also provides the City of Toledo with baseline data to understand the financial capacity of a new URA. The assumptions are for a thirty-year time period to incur debt and a thirty-year timeframe to pay off all debt for the URA with an assessed value growth rate of 3.5% as directed by the city. The potential amount of maximum indebtedness for the URA is \$30,900,000 with \$19,000,000 in 2021 dollars to allocate to projects. If this amount of funding is more than is needed in the URA, the time frame for urban renewal could be shortened or the boundary could be reduced.

Implications and Next Steps

The results of the feasibility study have the following key implications:

Urban renewal could generate significant financial capacity for undertaking projects in the urban renewal boundary area for the City of Toledo.

If the City desires to move forward with an urban renewal plan, it would lead to the following next steps:

- Select a consultant with expertise in establishing urban renewal plans.
- Form an urban renewal agency.
- If additional public input is desired, establish an advisory committee and conduct public outreach.
- Determine the final boundary and project list.
- Complete blight and existing conditions analysis.
- Conduct outreach to affected taxing districts.
- Conduct the formal public review process of urban renewal plans including review by the urban renewal agency, planning commission and a public hearing and vote by the City Council.

CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION

The consultant team is presently checking with the Lincoln County Assessor to determine when the Georgia Pacific and Port developments will come on the tax roll. This information will drive the timeline for the preparation of an urban renewal plan.

Fiscal Impact:	Fiscal Year:	GL Number:
Unknown	2020-2021	N/A

Attachment:

1. Feasibility Study Results
2. Presentation

Toledo Urban Renewal Feasibility Study





April 9, 2021

Judy Richter, City Manager

PO Box 220
City of Toledo
Toledo, Oregon 97391

Dear Toledo Team,

The Urban Renewal Feasibility Study for Toledo is attached. The study has been completed by Elaine Howard Consulting, LLC and Tiberius Solutions LLC. It shows that a new urban renewal area could be adopted and comply with both the statutory acreage and assessed value limitations. It identifies the potential amount of tax increment revenues that could be received and the resulting dollars available for projects in the urban renewal area over a 30-year duration.

Thank you to your staff who has helped to provide the information for this study.

The next steps to consider, if the city council decides to proceed, are identified in the study.

Sincerely,

A handwritten signature in blue ink that reads 'Elaine Howard'.

Elaine Howard, Principal
Elaine Howard Consulting, LLC
4763 SW Admiral Street
Portland, Oregon 97221

elainehowardconsulting@gmail.com

www.elainehowardconsulting.com

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Executive Summary

Results

The City of Toledo, Oregon is conducting a feasibility study for an urban renewal area (URA) to serve the downtown and other under and undeveloped property along Highway 20, North on A Street NW, and to the southwest of Highway 20 from the railroad tracks to the Yaquina River. The purpose of this feasibility study is to:

- determine the study area boundary meets the limitations imposed under ORS 457 on acreage and assessed value in an urban renewal area,
- examine the financial feasibility of urban renewal in the study area, and to
- examine the impacts on taxing districts as a result of the potential creation of a URA in Toledo.

This report provides the City of Toledo with baseline data to understand the financial capacity of a new URA. The assumptions are for a thirty-year time period to incur debt and a thirty-year timeframe to pay off all debt for the URA with an assessed value growth rate of 3.5% as directed by the city. The potential amount of maximum indebtedness for the URA is \$30,900,000 with \$19,000,000 in 2021 dollars to allocate to projects. If this amount of funding is more than is needed in the URA, the time frame for urban renewal could be shortened or the boundary could be reduced.

Implications and Next Steps

The results of the feasibility study have the following key implications:

- Urban renewal could generate significant financial capacity for the City of Toledo.

If the City desires to move forward with an urban renewal plan, it would lead to the following next steps:

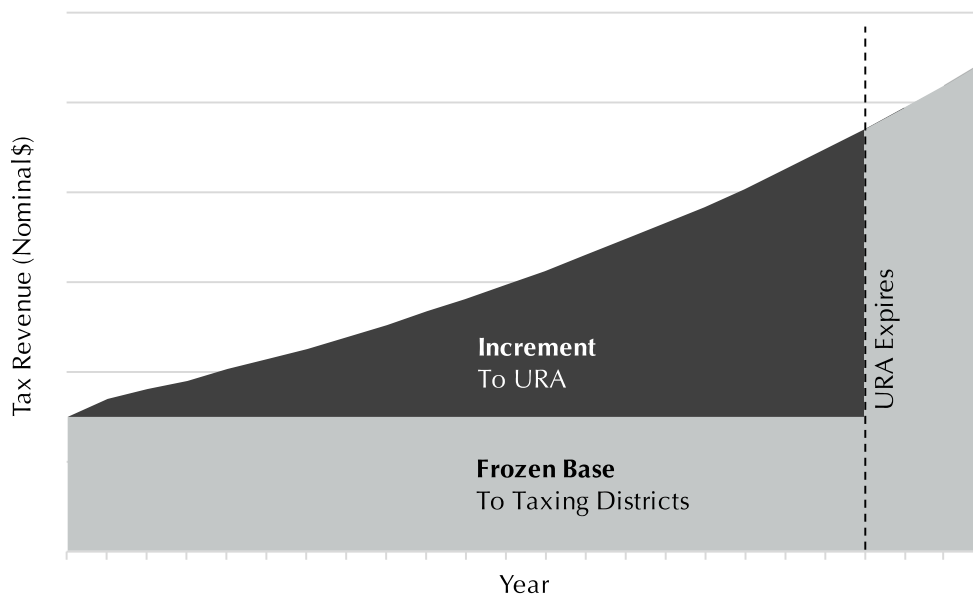
- Select a consultant with expertise in establishing urban renewal plans.
- Form an urban renewal agency.
- Establish an advisory committee and conduct public outreach.
- Determine the final boundary and project list.
- Complete blight and existing conditions analysis.
- Conduct outreach to affected taxing districts.
- Conduct the formal public review process of urban renewal plans including review by the urban renewal agency, planning commission and a public hearing and vote by the City Council.
- To enable the Agency to capture any ongoing growth in the potential URA, the urban renewal plan should be adopted by September 1, 2021.

Background

How Urban Renewal Works

Urban renewal, permitted by Oregon Revised Statute (ORS) 457, is primarily used by cities and counties across Oregon as a revenue source for funding capital projects to help revitalize “blighted” areas. When an URA is established, the assessed value within the URA boundary becomes the “frozen base” value. When assessed value in the URA grows over time, the difference between the total assessed value and the frozen base is considered “increment” value. Each year, property tax revenue from the frozen base in the URA is distributed normally to all overlapping taxing districts, and the URA receives all the property tax revenue generated from the increment, called “tax increment finance” (TIF) revenue. TIF revenue can only be spent on capital projects located in the URA. After the URA expires, all tax revenue is distributed to the overlapping taxing districts. Exhibit 1 illustrates the general tax revenue distribution within a URA boundary over the life of the URA.

Exhibit 1. Example Urban Renewal Revenue Distribution



Urban renewal is a division of taxes; it does not create a new tax or increase the existing tax rate. Therefore, the financial impacts of an URA are borne by overlapping taxing districts, and not by individual tax payers. TIF revenue collected by a URA results in revenue foregone by the overlapping taxing districts.

Financial Restrictions and Limitations on Urban Renewal

TIF revenue can only be spent on capital projects, not operations. For example, TIF revenue could be used to pave a new road, but could not be used to pay for ongoing maintenance activities for that road. Additionally, TIF revenue can only be spent on projects located within the URA, and those projects must be to the benefit of the URA.

Urban renewal plans are required to have a “maximum indebtedness”, which functions as a limit on the cumulative amount of TIF that can be spent on projects in the URA. Note that maximum indebtedness does not function as a revolving credit limit. In other words, paying off debt for old projects does not

free up maximum indebtedness to be used on future projects. Once a URA incurs the full amount of maximum indebtedness, it cannot incur additional debt to fund additional projects. ORS limits the maximum indebtedness of a URA based on the URA's frozen base. If the frozen base is \$50 million or less, maximum indebtedness cannot exceed \$50 million. This limitation fits your city.

Urban renewal plans may also include sunset provisions that establish a final date for incurring debt and/or collecting TIF revenue. Any such sunset provisions are not required by statute.

Other Limitations on Urban Renewal

For cities with populations of less than 50,000, ORS limits the frozen base assessed value of urban renewal areas to no more than 25% of total citywide assessed value.¹ Similarly, ORS limits the acreage of urban renewal areas to no more than 25% of total citywide acreage.

Oregon's Property Tax System

To fully understand how urban renewal land tax increment financing work, it is important to also understand key elements of Oregon's property tax system. Oregon's property tax system is largely defined by two property-tax-related ballot measures that were approved by voters in the 1990s: Measure 5 passed in 1990 and Measure 50 passed in 1997.

Measure 5 limited the property taxes paid by individual property owners to \$10 per \$1,000 of real market value (RMV) for general government taxes and \$5 per \$1,000 of real market value for education taxes. Levies passed by voters to repay general obligation bonds were excluded from these limits.

Measure 50, passed in 1997, was a further overhaul of Oregon's property tax system, including the following key elements:

- Switching from a "levy-based" system to a "rate-based" system, including the establishment of permanent tax rates for each taxing district instead of variable levies. Note that in addition to permanent tax rates, taxing districts may also impose local option levies and levies for general obligation bonds, both of which are temporary in nature and are subject to voter approval.
- Reducing assessed value. Assessed value is no longer equal to real market value. In fiscal year 1997-98, a maximum assessed value (MAV) for each property was established, which was equal to 90 percent of its assessed value from two years prior (fiscal year 1995-96).
- Limiting assessed value growth. Growth in MAV was limited to three-percent annually. The actual assessed value used to calculate a property's tax bill is equal to the lesser of the property's MAV and RMV.

There are some exceptions to the three percent limit in MAV growth. The most common exceptions are new construction and significant improvements that did not exist in 1995-96 when the MAV was established. To determine the "exception value" in these situations, a "changed property ratio" (CPR) is used to establish the initial MAV. The CPR is calculated annually as the ratio between aggregate AV and aggregate RMV for each property class (residential, multifamily, commercial/industrial, etc.) in each

¹ For the purposes of this calculation, ORS requires that the amount of increment value from any existing URAs that impose division of tax revenues be subtracted from the total citywide assessed value.

county. The CPR is applied to the RMV of all new development to determine initial MAV, after which time, it grows at 3% per year like all other existing property.²

What is Revenue Sharing?

In 2009, the Oregon Legislature enacted HB 3056, which, among other things, established a system of revenue sharing for URAs. These revenue sharing provisions only apply to URAs adopted after 2009 and older URAs that have been amended to increase maximum indebtedness after 2009. When URAs attain certain thresholds of annual tax revenue, some of this tax revenue is released from the URA and shared with the other taxing districts.

When tax revenues reach 10% of the URA's maximum indebtedness, then a portion of the TIF above that level is shared with overlapping taxing districts (specifically 25% of the TIF above this threshold remains with the URA, and the remaining 75% of TIF is returned to taxing districts). Additionally, when TIF revenues for the URA reach 12.5% of the maximum indebtedness, TIF revenues for the URA are capped at the amount, with all TIF revenues above 12.5% of maximum indebtedness being shared with overlapping taxing districts.

The analysis for the Toledo study area studied indicates it would not begin revenue sharing in the projected 30-year lifetime of the URA. However, if the amount of tax increment revenues forecasted in this feasibility study are more than the Agency will need for projects in the early years of the URA, revenue sharing could be a way to reduce the early impacts on the taxing districts.

Methods

The methods used for this feasibility study to establish potential maximum indebtedness and define impacts on the taxing jurisdictions included the following key steps:

- Step 1. Define boundary options.
- Step 2. Determine the consolidated tax rate
- Step 3. Determine the assessed value of the frozen base
- Step 4. Forecast future growth in assessed value
- Step 5. Calculate tax increment finance revenue and estimate amounts available for projects
- Step 6. Estimate impacts on taxing districts

² Other exceptions include: partitioning or subdividing a property, rezoning a property and change of use consistent with that zone, and the disqualification or termination of property tax exemptions (e.g., property transferring from public to private ownership).

Step 1. Define boundary options and determine the assessed value of the frozen base

The City of Toledo defined the boundary option as shown in Exhibit 3. It encompasses 311.75 acres, and \$ 41,242,091 in assessed value in fiscal year ending (FYE) 2021.

Using Lincoln County assessment data, we identified all tax accounts (or fractions thereof) located within each boundary. For non-situs utility property, we estimated the value within each boundary based upon ratios of utility property to real property in each tax code area. All properties within the boundary options are located within tax code areas 203, 270, and 280. It is recommended that property within tax code areas 270 and 280 be removed from the urban renewal area, or annexed to the city as those properties are currently outside the city limits. If these properties remain in the boundary of the urban renewal area, the county will also have to approve the formation of the urban renewal area.

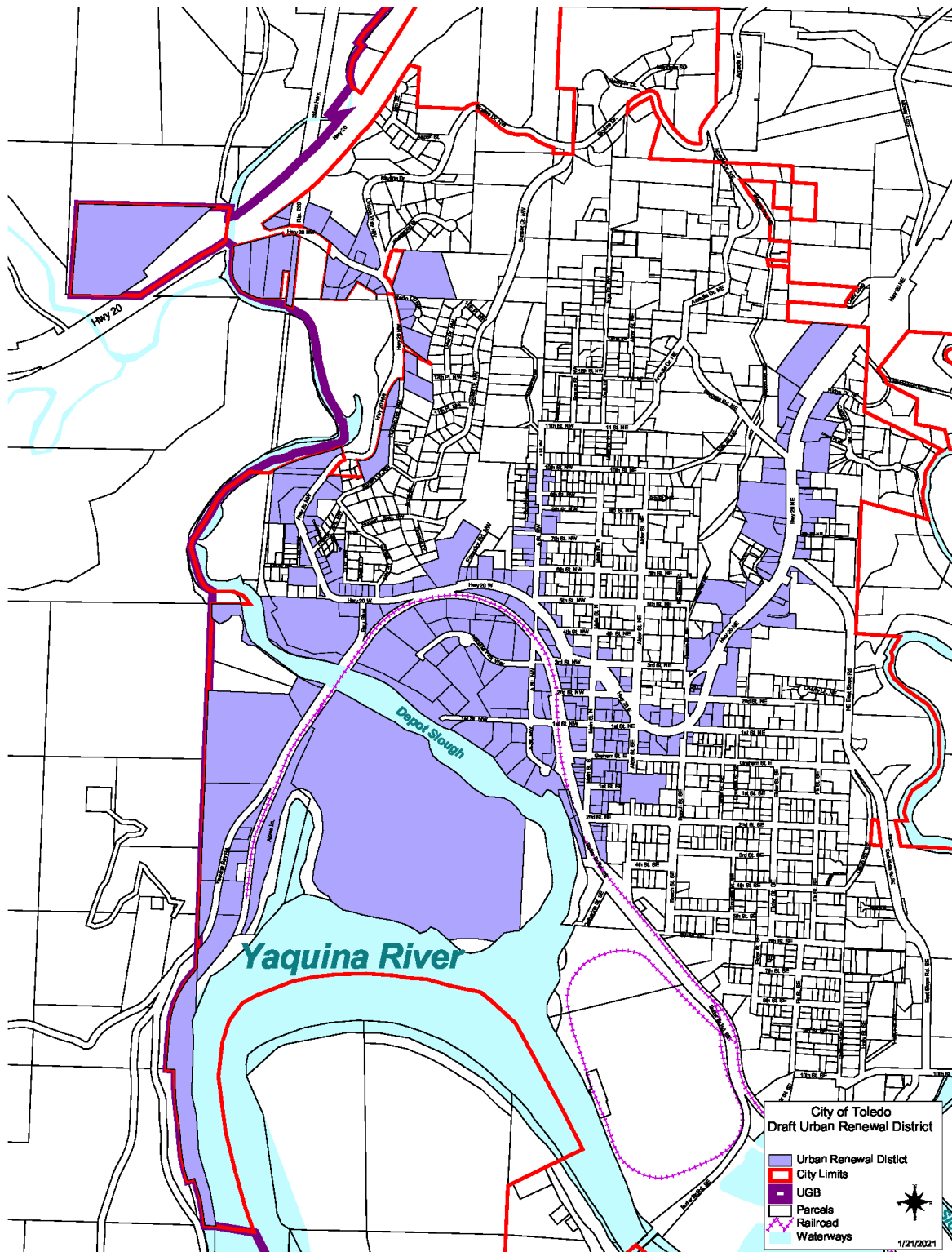
ORS 457 limits the total amount of assessed value and acreage that can be included in urban renewal districts in a city the size of Toledo to 25% of acreage and 25% of assessed value. This potential URA does not exceed the assessed value and acreage statutory authority for urban renewal in Toledo, shown in Exhibit 2. The assessed value of the proposed URA is based on FYE 2021 data from the Lincoln County Assessor.

Exhibit 2 - Statutory Limitation on Assessed Value and Acreage

	Acreage	Assessed Value
Urban Renewal Area	311.75	\$41,242,091
City of Toledo	1,591	\$424,189,670
Percent in URA	19.59%	9.77%

Source: City of Toledo e mail on February 9, 2021 and Lincoln County Assessor

Exhibit 3– Potential Urban Renewal Boundary



Source: City of Toledo

Step 2. Determine applicable tax rates

All properties within the boundary options are located within tax code areas 203, 270, and 280. It is anticipated that property within tax code areas 270 and 280 will be removed from the urban renewal area as those properties are outside the city limits. Details of the applicable tax rate for tax code area 203 are shown below in Exhibit 4. All new urban renewal plans are “permanent rate” plans. The consolidated tax rate is equal to the sum of all permanent tax rates. Local option levies and general obligation bond levies are not impacted by new urban renewal plans. There are no general obligation (GO) bonds impacted by the proposed boundary as Oregon statutes preclude new URAs from including GO bond rates for all bonds. Tax rate information was obtained from Lincoln County FYE 2021 Assessor Summary Table 4a.

The Lincoln County School District and the Linn-Benton-Lincoln Education Service District are not *directly* affected by the tax increment financing, but the amounts of their taxes divided for the urban renewal plan are shown in the charts. Under current school funding law, property tax revenues are combined with State School Fund revenues to achieve per-student funding targets. Under this system, property taxes foregone because of the use of Tax Increment Financing are replaced, as determined by a funding formula at the State level with State School Fund revenues.

Exhibit 4 - Applicable Tax Rates for Toledo Feasibility Study, FY 2020/21, Code Area 203

Jurisdiction Name	Type	Rate
Lincoln County General	Permanent	\$ 2.8202
Lincoln County Animal Services	Permanent	\$ 0.1100
Lincoln County Extension	Permanent	\$ 0.0451
Lincoln County Transportation	Permanent	\$ 0.0974
Greater Toledo Pool	Permanent	\$ 0.7700
Port of Toledo	Permanent	\$ 0.2345
City of Toledo	Permanent	\$ 5.1800
Subtotal	Gen. Govt.	\$ 9.2572
Lincoln County School District	Permanent	\$ 4.9092
Oregon Coast CC	Permanent	\$ 0.1757
Linn-Benton ESD	Permanent	\$ 0.3049
Subtotal	Education	\$ 5.3898
Total	All	\$ 14.6470

Source: Lincoln County Assessor's Office, SAL 4a, FYE 2021

Step 3. Forecast future growth in assessed value

The Lincoln County Assessor's Office provided data on the assessed value of all properties in the City of Toledo for FYE 2021. The current assessed value of the boundary option was inflated by 3.5% to get the estimated frozen base. Growth rates for assessed value vary over time, depending on market cycles and new development. In Oregon, appreciation is capped at 3.0% per year, which means any growth above 3.0% per year requires new development to occur.

In this potential URA there is projected assessed value growth of approximately thirty million dollars in the initial year of tax increment collections, which will provide a jump start to the URA that does not often happen in urban renewal areas. This projected increase in assessed value is due to new development in the area that is planned or currently underway, including development on Port-owned property and investment by Georgia Pacific within the proposed URA boundary. Note that for the Georgia Pacific investment, only \$25 million of value is assumed to be taxable, per the terms of the proposed Strategic Investment Program (SIP) property tax abatement.

Step 4. Calculate tax increment revenue and revenue sharing

Gross TIF revenue is calculated as the product of the increment assessed value and the consolidated tax rate each year. However, actual TIF received (i.e., net revenue) in a given year tends to be lower, due to discounts (from paying early), delinquencies (unpaid taxes), truncation loss (lost revenue due to rounding of tax bills), and compression loss (for properties where the taxes imposed would exceed constitutional limits). Our forecast of net TIF revenue assumes a 5.0% adjustment factor to convert from gross to net revenue, based on our experience with other jurisdictions across the State.

Calculating tax increment revenue is done by forecasting assessed value, based on assumed assessed value growth as described in Step 3, and then subtracting the initial assessed value (the frozen base) to determine the "excess value". The excess value is that amount of growth in the URA including both new development (exception value) and the annual growth of assessed values within the URA. This excess value is multiplied by the applicable tax rate for each tax code area to determine the total amount of tax increment revenue, also referred to as TIF. Then, the revenue sharing thresholds are applied to determine the portion of tax increment revenue that will be collected by the URA and the portion that will be shared with overlapping taxing districts. Exhibit 5 shows the projections of assessed value, tax increment revenues, adjustments, and the portion of TIF projected to be received by the URA. Tax increment revenues would begin in FYE 2023 if an URA is adopted by the Toledo City Council by September 1, 2021.³ If the URA is approved after that date, the first year of tax increment would be delayed and Toledo could miss some of the growth that is happening in the study area at this time.

The amount of funding projected to be available for projects over incremental time periods are shown in Table 7.

The analysis is for a 30-year time period for collecting TIF. The estimated total net TIF revenues for a 30-year time period is \$36,400,000. This includes 5% adjustment for discounts (from paying early), delinquencies (unpaid taxes), truncation loss (lost revenue due to rounding of tax bills), and compression loss, plus prior year tax collections. The total TIF collections of \$36,400,000 is higher than

³ An urban renewal area is adopted through a non-emergency ordinance which does not go into effect for thirty days after adoption.

the maximum indebtedness as the maximum indebtedness does not include interest paid on any borrowings. Interest rates of 5% are forecasted for borrowings. If this amount of funding is more than is needed in the URA, the time frame for urban renewal could be shortened or the boundary could be reduced.

Exhibit 5 - Projected TIF Revenues over a 30 Year Period

Assessed Value					Tax Rate	Tax Increment Finance				
FYE	Total	Frozen Base	Increment - Used	Increment- Not Used		Gross TIF	Adjustments	Net TIF (Current Year)	Net TIF (Prior Year)	Net TIF (Total)
2023	\$ 76,598,131	\$ 41,424,091	\$ 35,174,040	\$ -	\$ 14.6456	\$ 515,144	\$ (25,757)	\$ 489,387	\$ -	\$ 489,387
2024	\$ 79,117,691	\$ 41,424,091	\$ 37,693,600	\$ -	\$ 14.6450	\$ 552,021	\$ (27,601)	\$ 524,420	\$ 7,341	\$ 531,761
2025	\$ 81,720,593	\$ 41,424,091	\$ 40,296,502	\$ -	\$ 14.6444	\$ 590,119	\$ (29,506)	\$ 560,613	\$ 7,866	\$ 568,479
2026	\$ 84,409,611	\$ 41,424,091	\$ 42,985,520	\$ -	\$ 14.6439	\$ 629,477	\$ (31,474)	\$ 598,003	\$ 8,409	\$ 606,412
2027	\$ 87,187,608	\$ 41,424,091	\$ 45,763,517	\$ -	\$ 14.6435	\$ 670,137	\$ (33,507)	\$ 636,630	\$ 8,970	\$ 645,600
2028	\$ 90,057,544	\$ 41,424,091	\$ 48,633,453	\$ -	\$ 14.6431	\$ 712,143	\$ (35,607)	\$ 676,536	\$ 9,549	\$ 686,085
2029	\$ 93,022,480	\$ 41,424,091	\$ 51,598,389	\$ -	\$ 14.6427	\$ 755,539	\$ (37,777)	\$ 717,762	\$ 10,148	\$ 727,910
2030	\$ 96,085,576	\$ 41,424,091	\$ 54,661,485	\$ -	\$ 14.6423	\$ 800,372	\$ (40,019)	\$ 760,353	\$ 10,766	\$ 771,120
2031	\$ 99,250,100	\$ 41,424,091	\$ 57,826,009	\$ -	\$ 14.6420	\$ 846,689	\$ (42,334)	\$ 804,355	\$ 11,405	\$ 815,760
2032	\$ 102,519,429	\$ 41,424,091	\$ 61,095,338	\$ -	\$ 14.6417	\$ 894,541	\$ (44,727)	\$ 849,814	\$ 12,065	\$ 861,879
2033	\$ 105,897,049	\$ 41,424,091	\$ 64,472,958	\$ -	\$ 14.6414	\$ 943,977	\$ (47,199)	\$ 896,778	\$ 12,747	\$ 909,525
2034	\$ 109,386,571	\$ 41,424,091	\$ 67,962,480	\$ -	\$ 14.6412	\$ 995,051	\$ (49,753)	\$ 945,299	\$ 13,452	\$ 958,750
2035	\$ 112,991,721	\$ 41,424,091	\$ 71,567,630	\$ -	\$ 14.6409	\$ 1,047,818	\$ (52,391)	\$ 995,427	\$ 14,179	\$ 1,009,606
2036	\$ 116,716,349	\$ 41,424,091	\$ 75,292,258	\$ -	\$ 14.6407	\$ 1,102,333	\$ (55,117)	\$ 1,047,216	\$ 14,931	\$ 1,062,148
2037	\$ 120,564,436	\$ 41,424,091	\$ 79,140,345	\$ -	\$ 14.6405	\$ 1,158,655	\$ (57,933)	\$ 1,100,722	\$ 15,708	\$ 1,116,431
2038	\$ 124,540,098	\$ 41,424,091	\$ 83,116,007	\$ -	\$ 14.6403	\$ 1,216,844	\$ (60,842)	\$ 1,156,002	\$ 16,511	\$ 1,172,513
2039	\$ 128,647,583	\$ 41,424,091	\$ 87,223,492	\$ -	\$ 14.6401	\$ 1,276,963	\$ (63,848)	\$ 1,213,115	\$ 17,340	\$ 1,230,455
2040	\$ 132,891,288	\$ 41,424,091	\$ 91,467,197	\$ -	\$ 14.6400	\$ 1,339,076	\$ (66,954)	\$ 1,272,122	\$ 18,197	\$ 1,290,319
2041	\$ 137,275,755	\$ 41,424,091	\$ 95,851,664	\$ -	\$ 14.6398	\$ 1,403,248	\$ (70,162)	\$ 1,333,086	\$ 19,082	\$ 1,352,168
2042	\$ 141,805,676	\$ 41,424,091	\$ 100,381,585	\$ -	\$ 14.6396	\$ 1,469,550	\$ (73,478)	\$ 1,396,073	\$ 19,996	\$ 1,416,069
2043	\$ 146,485,904	\$ 41,424,091	\$ 105,061,813	\$ -	\$ 14.6395	\$ 1,538,052	\$ (76,903)	\$ 1,461,149	\$ 20,941	\$ 1,482,090
2044	\$ 151,321,450	\$ 41,424,091	\$ 109,897,359	\$ -	\$ 14.6394	\$ 1,608,826	\$ (80,441)	\$ 1,528,385	\$ 21,917	\$ 1,550,302
2045	\$ 156,317,496	\$ 41,424,091	\$ 114,893,405	\$ -	\$ 14.6392	\$ 1,681,950	\$ (84,098)	\$ 1,597,853	\$ 22,926	\$ 1,620,779
2046	\$ 161,479,396	\$ 41,424,091	\$ 120,055,305	\$ -	\$ 14.6391	\$ 1,757,502	\$ (87,875)	\$ 1,669,627	\$ 23,968	\$ 1,693,594
2047	\$ 166,812,688	\$ 41,424,091	\$ 125,388,597	\$ -	\$ 14.6390	\$ 1,835,561	\$ (91,778)	\$ 1,743,783	\$ 25,044	\$ 1,768,828
2048	\$ 172,323,089	\$ 41,424,091	\$ 130,898,998	\$ -	\$ 14.6389	\$ 1,916,213	\$ (95,811)	\$ 1,820,403	\$ 26,157	\$ 1,846,560
2049	\$ 178,016,514	\$ 41,424,091	\$ 136,592,423	\$ -	\$ 14.6388	\$ 1,999,544	\$ (99,977)	\$ 1,899,567	\$ 27,306	\$ 1,926,873
2050	\$ 183,899,072	\$ 41,424,091	\$ 142,474,981	\$ -	\$ 14.6387	\$ 2,085,643	\$ (104,282)	\$ 1,981,361	\$ 28,494	\$ 2,009,855
2051	\$ 189,977,079	\$ 41,424,091	\$ 148,552,988	\$ -	\$ 14.6386	\$ 2,174,603	\$ (108,730)	\$ 2,065,873	\$ 29,720	\$ 2,095,593
2052	\$ 196,257,063	\$ 41,424,091	\$ 154,832,972	\$ -	\$ 14.6385	\$ 2,266,518	\$ (113,326)	\$ 2,153,193	\$ 30,988	\$ 2,184,181
Total						\$ 37,784,110	\$ (1,889,205)	\$ 35,894,904	\$ 506,126	\$ 36,401,030

Source: Tiberius Solutions, LLC

Step 5. Create a draft finance plan and identify money available for projects

The final step in the analysis is to take the annual forecast of TIF for the URA and translate it into a finance plan, showing the years in which projects would be funded, the debt incurred, and the timing for retiring the debt. A detailed finance plan was developed for Toledo by Tiberius Solutions LLC. The finance plan includes information on how much and when tax increment (TIF) revenues will be available.

Exhibit 6 summarizes the financial capacity of the 30-year URA in 5-year increments, in rounded constant 2021 dollars. Given a 30-year URA, the financial capacity is approximately \$19,000,000 with a projected maximum indebtedness of \$30,900,000. The maximum indebtedness is the figure that is adopted by the city council when an urban renewal plan is adopted.

Toledo could specify \$19,000,000 of projects, programs and administration in today's costs (constant 2021 dollars) for this scenario. The difference between the Maximum Indebtedness and the available funding is due to inflation increasing the project costs over time. For example, a project estimated to cost \$1 million in 2021 dollars will actually cost approximately \$1.3 million in year 10, using a 3% inflation rate

Exhibit 6 - Financial Capacity Over Time

Total Net TIF	\$	36,400,000
Maximum Indebtedness	\$	30,900,000
Capacity (2020\$)	\$	19,000,000
Years 1-5	\$	5,300,000
Years 6-10	\$	2,800,000
Years 11-15	\$	2,700,000
Years 16-20	\$	2,600,000
Years 21-25	\$	2,400,000
Years 26-30	\$	3,200,000

In most URAs, the projects would be completed in a shorter timeframe than the life of the district. The district lasts longer in order to pay off remaining debt. If a shorter duration of urban renewal is desired, that can be accomplished by issuing less debt and therefore having less maximum indebtedness and less funding to do projects. Conversely, a longer duration of urban renewal would provide additional TIF revenue to complete additional projects.

Exhibit 7 shows a 30-year URA duration and shows the projected Tax Increment Fund. Because significant development is occurring at the Port and on the Georgia Pacific property, this URA will see significant tax increment revenue in the early years of the URA. The projections anticipate "pay as you go" financing until FYE 2024 when a bond could be issued to be paid off in FYE 2043. Pay as you go financing means that the URA uses the annual TIF revenues to fund projects, not incurring formal debt.

Exhibit 7 - Finance Plan, Tax Increment Fund Part 1

	Total	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Resources								
TIF: Current Year	35,894,904	489,387	524,420	560,613	598,003	636,630	676,536	717,762
TIF: Prior Years	506,126	-	7,341	7,866	8,409	8,970	9,549	10,148
Total Resources	36,401,030	489,387	531,761	568,479	606,412	645,600	686,085	727,910
Expenditures								
Debt Service								
Scheduled Payments								
Loan A	(7,061,348)	-	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)
Loan B	(3,209,703)	-	-	-	-	-	-	-
Loan C	(3,166,559)	-	-	-	-	-	-	-
Loan D	(2,648,556)	-	-	-	-	-	-	-
Total Debt Service, Scheduled Only	(16,086,166)	-	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)
Total Debt Service	(16,086,166)	-	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)
Debt Service Coverage Ratio			1.51	1.61	1.72	1.83	1.94	2.06
Transfer to URA Projects Fund	(20,314,864)	(489,387)	(178,694)	(215,412)	(253,345)	(292,533)	(333,018)	(374,843)
Total Expenditures	(36,401,030)	(489,387)	(531,761)	(568,479)	(606,412)	(645,600)	(686,085)	(727,910)

Source: Tiberius Solutions LLC

Table 7 - Finance Plan, Tax Increment Fund Part 2

	FYE 2030	FYE 2031	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037
Resources								
TIF: Current Year	760,353	804,355	849,814	896,778	945,299	995,427	1,047,216	1,100,722
TIF: Prior Years	10,766	11,405	12,065	12,747	13,452	14,179	14,931	15,708
Total Resources	771,120	815,760	861,879	909,525	958,750	1,009,606	1,062,148	1,116,431
Expenditures								
Debt Service								
Scheduled Payments								
Loan A	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)
Loan B	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)
Loan C	-	-	-	-	-	-	(186,268)	(186,268)
Loan D	-	-	-	-	-	-	-	-
Total Debt Service, Scheduled Only	(513,553)	(513,553)	(513,553)	(513,553)	(513,553)	(513,553)	(699,821)	(699,821)
Total Debt Service	(513,553)	(513,553)	(513,553)	(513,553)	(513,553)	(513,553)	(699,821)	(699,821)
Debt Service Coverage Ratio	1.50	1.59	1.68	1.77	1.87	1.97	1.52	1.60
Transfer to URA Projects Fund	(257,567)	(302,207)	(348,326)	(395,973)	(445,198)	(496,054)	(362,327)	(416,610)
Total Expenditures	(771,120)	(815,760)	(861,879)	(909,525)	(958,750)	(1,009,606)	(1,062,148)	(1,116,431)

Source: Tiberius Solutions LLC

Table 7 - Finance Plan, Tax Increment Fund Part 3

	FYE 2038	FYE 2039	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044	FYE 2045
Resources								
TIF: Current Year	1,156,002	1,213,115	1,272,122	1,333,086	1,396,073	1,461,149	1,528,385	1,597,853
TIF: Prior Years	16,511	17,340	18,197	19,082	19,996	20,941	21,917	22,926
Total Resources	1,172,513	1,230,455	1,290,319	1,352,168	1,416,069	1,482,090	1,550,302	1,620,779
Expenditures								
Debt Service								
Scheduled Payments								
Loan A	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	(353,067)	-	-
Loan B	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)	(160,485)
Loan C	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)
Loan D	-	-	-	-	(240,778)	(240,778)	(240,778)	(240,778)
Total Debt Service, Scheduled Only	(699,821)	(699,821)	(699,821)	(699,821)	(940,599)	(940,599)	(587,531)	(587,531)
Total Debt Service	(699,821)	(699,821)	(699,821)	(699,821)	(940,599)	(940,599)	(587,531)	(587,531)
Debt Service Coverage Ratio	1.68	1.76	1.84	1.93	1.51	1.58	2.64	2.76
Transfer to URA Projects Fund	(472,692)	(530,634)	(590,498)	(652,347)	(475,470)	(541,492)	(962,771)	(1,033,247)
Total Expenditures	(1,172,513)	(1,230,455)	(1,290,319)	(1,352,168)	(1,416,069)	(1,482,090)	(1,550,302)	(1,620,779)

Source: Tiberius Solutions LLC

Table 7 Finance Plan, Tax Increment Fund Part 4

	FYE 2046	FYE 2047	FYE 2048	FYE 2049	FYE 2050	FYE 2051	FYE 2052
Resources							
TIF: Current Year	1,669,627	1,743,783	1,820,403	1,899,567	1,981,361	2,065,873	2,153,193
TIF: Prior Years	23,968	25,044	26,157	27,306	28,494	29,720	30,988
Total Resources	1,693,594	1,768,828	1,846,560	1,926,873	2,009,855	2,095,593	2,184,181
Expenditures							
Debt Service							
Scheduled Payments							
Loan A	-	-	-	-	-	-	-
Loan B	(160,485)	(160,485)	(160,485)	(160,485)	-	-	-
Loan C	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)	(186,268)
Loan D	(240,778)	(240,778)	(240,778)	(240,778)	(240,778)	(240,778)	(240,778)
Total Debt Service, Scheduled Only	(587,531)	(587,531)	(587,531)	(587,531)	(427,046)	(427,046)	(427,046)
Total Debt Service	(587,531)	(587,531)	(587,531)	(587,531)	(427,046)	(427,046)	(427,046)
Debt Service Coverage Ratio	2.88	3.01	3.14	3.28	4.71	4.91	5.11
Transfer to URA Projects Fund	(1,106,063)	(1,181,297)	(1,259,028)	(1,339,342)	(1,582,809)	(1,668,547)	(1,757,135)
Total Expenditures	(1,693,594)	(1,768,828)	(1,846,560)	(1,926,873)	(2,009,855)	(2,095,593)	(2,184,181)

Source: Tiberius Solutions LLC

Exhibit 8 - Finance Plan, URA Projects Fund Part 1

	Total	FYE 2023	FYE 2024	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Resources								
Transfer from TIF Fund	20,314,864	489,387	178,694	215,412	253,345	292,533	333,018	374,843
Bond/Loan Proceeds	10,500,000	-	4,400,000	-	-	-	-	-
Total Resources	30,814,864	489,387	4,578,694	215,412	253,345	292,533	333,018	374,843
Expenditures (YOE \$)								
Projects	(30,604,864)	(489,387)	(4,490,694)	(215,412)	(253,345)	(292,533)	(333,018)	(374,843)
Financing Fees	(210,000)	-	(88,000)	-	-	-	-	-
Total Expenditures	(30,814,864)	(489,387)	(4,578,694)	(215,412)	(253,345)	(292,533)	(333,018)	(374,843)
Ending Balance		-	-	-	-	-	-	-

Source: Tiberius Solutions LLC

Table 6 - Finance Plan, URA Projects Fund Part 2

	FYE 2030	FYE 2031	FYE 2032	FYE 2033	FYE 2034	FYE 2035	FYE 2036	FYE 2037
Resources								
Transfer from TIF Fund	257,567	302,207	348,326	395,973	445,198	496,054	362,327	416,610
Bond/Loan Proceeds	2,000,000	-	-	-	-	-	2,100,000	-
Total Resources	2,257,567	302,207	348,326	395,973	445,198	496,054	2,462,327	416,610
Expenditures (YOE \$)								
Projects	(2,217,567)	(302,207)	(348,326)	(395,973)	(445,198)	(496,054)	(2,420,327)	(416,610)
Financing Fees	(40,000)	-	-	-	-	-	(42,000)	-
Total Expenditures	(2,257,567)	(302,207)	(348,326)	(395,973)	(445,198)	(496,054)	(2,462,327)	(416,610)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions LLC

Table 6 - Finance Plan, URA Projects Fund Part 3

	FYE 2038	FYE 2039	FYE 2040	FYE 2041	FYE 2042	FYE 2043	FYE 2044	FYE 2045
Resources								
Transfer from TIF Fund	472,692	530,634	590,498	652,347	475,470	541,492	962,771	1,033,247
Bond/Loan Proceeds	-	-	-	-	2,000,000	-	-	-
Total Resources	472,692	530,634	590,498	652,347	2,475,470	541,492	962,771	1,033,247
Expenditures (YOE \$)								
Projects	(472,692)	(530,634)	(590,498)	(652,347)	(2,435,470)	(541,492)	(962,771)	(1,033,247)
Financing Fees	-	-	-	-	(40,000)	-	-	-
Total Expenditures	(472,692)	(530,634)	(590,498)	(652,347)	(2,475,470)	(541,492)	(962,771)	(1,033,247)
Ending Balance	-	-	-	-	-	-	-	-

Source: Tiberius Solutions LLC

Table 6 - Finance Plan, URA Projects Fund Part 4

	FYE 2046	FYE 2047	FYE 2048	FYE 2049	FYE 2050	FYE 2051	FYE 2052
Resources							
Transfer from TIF Fund	1,106,063	1,181,297	1,259,028	1,339,342	1,582,809	1,668,547	1,757,135
Bond/Loan Proceeds	-	-					
Total Resources	1,106,063	1,181,297	1,259,028	1,339,342	1,582,809	1,668,547	1,757,135
Expenditures (YOE \$)							
Projects	(1,106,063)	(1,181,297)	(1,259,028)	(1,339,342)	(1,582,809)	(1,668,547)	(1,757,135)
Financing Fees	-	-	-	-	-	-	-
Total Expenditures	(1,106,063)	(1,181,297)	(1,259,028)	(1,339,342)	(1,582,809)	(1,668,547)	(1,757,135)
Ending Balance	-	-	-	-	-	-	-

Source: Tiberius Solutions LLC

Step 6. Impacts on Taxing Districts

Tax increment financing through urban renewal is not finding “new” money. These tax revenues are generated from the existing property tax rates of other taxing districts that overlap the URA. An URA would impact these affected taxing districts by redirecting a portion of these property tax revenues to the URA. The impact to other taxing districts is measured in terms of “foregone revenue”. Table 8 and Table 9 summarize the amount of foregone revenue that would be caused by the proposed URA. Note that the foregone revenue for the Lincoln County School District and Linn-Benton-Lincoln Regional Education Service District does not have a direct impact on school funding, as funding is equalized at the State level.

The amount of foregone revenues is equal to the amount of tax increment revenue needed to pay debt service on the maximum indebtedness. In general, these impacts start off very small, and grow over time as the assessed value of the URA grows. However, in the Toledo study, the amount of tax increment revenue is significant from the beginning, due to the development at the Port and Georgia Pacific properties. For example, in Table 8, the City of Toledo is estimated to have a total impact of \$173,040 in FYE 2023 (the first year in which tax increment would be collected), and an impact of \$771,536 in FYE 2052 (the 30th year tax increment would be collected).

To the extent that urban renewal investment is successful in stimulating new taxable development, not all of the foregone revenues should truly be categorized as impacts to taxing districts. Successful URAs cause new development to occur, above and beyond the level that would have occurred without urban renewal. In these situations, the property taxes would not have existed but for the URA’s targeted investments, so even though these tax revenues show up as tax increment revenue, and as foregone revenues, they might not be a negative impact to taxing districts. Note that the analysis was **not** conducted at the detailed level required to estimate the portion of tax increment revenue in the proposed URA that would likely be generated by new development dependent upon urban renewal investment.

Exhibit 9 - Impacts to Taxing Districts, General Government

FYE	Lincoln County	Lincoln County Animal	Lincoln County Extension	Lincoln County Transportation	Greater Toledo Pool	Port of Toledo	City of Toledo	East Lincoln County Fire	Lincoln County Library	Subtotal General Government
2023	(94,238)	(3,676)	(1,507)	(3,255)	(25,730)	(7,836)	(173,040)	(3)	(1)	(309,285)
2024	(102,402)	(3,994)	(1,638)	(3,537)	(27,959)	(8,515)	(188,007)	(4)	(1)	(336,057)
2025	(109,477)	(4,270)	(1,751)	(3,781)	(29,890)	(9,103)	(200,974)	(6)	(1)	(359,254)
2026	(116,786)	(4,555)	(1,868)	(4,033)	(31,886)	(9,711)	(214,370)	(8)	(2)	(383,218)
2027	(124,337)	(4,850)	(1,988)	(4,294)	(33,948)	(10,339)	(228,208)	(9)	(2)	(407,975)
2028	(132,137)	(5,154)	(2,113)	(4,564)	(36,078)	(10,987)	(242,505)	(11)	(3)	(433,552)
2029	(140,196)	(5,468)	(2,242)	(4,842)	(38,278)	(11,657)	(257,275)	(13)	(3)	(459,975)
2030	(148,522)	(5,793)	(2,375)	(5,129)	(40,551)	(12,350)	(272,534)	(15)	(3)	(487,273)
2031	(157,124)	(6,129)	(2,513)	(5,427)	(42,900)	(13,065)	(288,298)	(17)	(4)	(515,475)
2032	(166,010)	(6,475)	(2,655)	(5,733)	(45,326)	(13,804)	(304,585)	(19)	(4)	(544,611)
2033	(175,191)	(6,833)	(2,802)	(6,050)	(47,832)	(14,567)	(321,410)	(21)	(5)	(574,711)
2034	(184,675)	(7,203)	(2,953)	(6,378)	(50,422)	(15,356)	(338,794)	(23)	(5)	(605,809)
2035	(194,475)	(7,585)	(3,110)	(6,716)	(53,097)	(16,171)	(356,753)	(25)	(6)	(637,938)
2036	(204,598)	(7,980)	(3,272)	(7,066)	(55,862)	(17,012)	(375,307)	(27)	(6)	(671,131)
2037	(215,058)	(8,388)	(3,439)	(7,427)	(58,717)	(17,882)	(394,476)	(29)	(7)	(705,425)
2038	(225,864)	(8,810)	(3,612)	(7,801)	(61,668)	(18,781)	(414,281)	(32)	(7)	(740,855)
2039	(237,029)	(9,245)	(3,791)	(8,186)	(64,716)	(19,709)	(434,743)	(34)	(8)	(777,460)
2040	(248,563)	(9,695)	(3,975)	(8,585)	(67,865)	(20,668)	(455,883)	(37)	(9)	(815,279)
2041	(260,481)	(10,160)	(4,166)	(8,996)	(71,119)	(21,659)	(477,724)	(39)	(9)	(854,353)
2042	(272,793)	(10,640)	(4,362)	(9,421)	(74,481)	(22,683)	(500,290)	(42)	(10)	(894,722)
2043	(285,515)	(11,136)	(4,566)	(9,861)	(77,954)	(23,741)	(523,604)	(45)	(10)	(936,431)
2044	(298,658)	(11,649)	(4,776)	(10,315)	(81,543)	(24,833)	(547,692)	(47)	(11)	(979,525)
2045	(312,238)	(12,179)	(4,993)	(10,784)	(85,250)	(25,963)	(572,580)	(50)	(12)	(1,024,048)
2046	(326,268)	(12,726)	(5,218)	(11,268)	(89,081)	(27,129)	(598,294)	(53)	(12)	(1,070,050)
2047	(340,765)	(13,291)	(5,449)	(11,769)	(93,039)	(28,335)	(624,861)	(56)	(13)	(1,117,578)
2048	(355,742)	(13,875)	(5,689)	(12,286)	(97,128)	(29,580)	(652,311)	(59)	(14)	(1,166,686)
2049	(371,218)	(14,479)	(5,936)	(12,821)	(101,354)	(30,867)	(680,672)	(63)	(15)	(1,217,424)
2050	(387,207)	(15,103)	(6,192)	(13,373)	(105,719)	(32,196)	(709,976)	(66)	(15)	(1,269,848)
2051	(403,727)	(15,747)	(6,456)	(13,943)	(110,230)	(33,570)	(740,253)	(69)	(16)	(1,324,013)
2052	(420,797)	(16,413)	(6,729)	(14,533)	(114,890)	(34,989)	(771,536)	(73)	(17)	(1,379,978)
TOTAL:	(7,012,091)	(273,501)	(112,136)	(242,174)	(1,914,513)	(583,058)	(12,861,236)	(995)	(231)	(22,999,939)

Source: Tiberius Solutions, LLC

Exhibit 10 - Impacts to Taxing Districts, Education

FYE	Lincoln County School District	Oregon Coast CC	Linn-Benton ESD	Subtotal Education	Total All General Gov & Education
2023	(164,043)	(5,871)	(10,188)	(180,102)	(489,387)
2024	(178,254)	(6,380)	(11,071)	(195,704)	(531,761)
2025	(190,569)	(6,820)	(11,836)	(209,226)	(568,479)
2026	(203,292)	(7,276)	(12,626)	(223,194)	(606,412)
2027	(216,436)	(7,746)	(13,442)	(237,625)	(645,600)
2028	(230,015)	(8,232)	(14,286)	(252,533)	(686,085)
2029	(244,044)	(8,734)	(15,157)	(267,935)	(727,910)
2030	(258,537)	(9,253)	(16,057)	(283,847)	(771,120)
2031	(273,509)	(9,789)	(16,987)	(300,285)	(815,760)
2032	(288,978)	(10,343)	(17,948)	(317,268)	(861,879)
2033	(304,959)	(10,914)	(18,940)	(334,814)	(909,525)
2034	(321,470)	(11,505)	(19,966)	(352,941)	(958,750)
2035	(338,527)	(12,116)	(21,025)	(371,668)	(1,009,606)
2036	(356,150)	(12,747)	(22,120)	(391,016)	(1,062,148)
2037	(374,357)	(13,398)	(23,251)	(411,006)	(1,116,431)
2038	(393,168)	(14,071)	(24,419)	(431,658)	(1,172,513)
2039	(412,602)	(14,767)	(25,626)	(452,995)	(1,230,455)
2040	(432,681)	(15,486)	(26,873)	(475,040)	(1,290,319)
2041	(453,426)	(16,228)	(28,161)	(497,815)	(1,352,168)
2042	(474,859)	(16,995)	(29,492)	(521,347)	(1,416,069)
2043	(497,003)	(17,788)	(30,868)	(545,659)	(1,482,090)
2044	(519,882)	(18,607)	(32,289)	(570,778)	(1,550,302)
2045	(543,521)	(19,453)	(33,757)	(596,730)	(1,620,779)
2046	(567,944)	(20,327)	(35,274)	(623,545)	(1,693,594)
2047	(593,178)	(21,230)	(36,841)	(651,249)	(1,768,828)
2048	(619,251)	(22,163)	(38,460)	(679,874)	(1,846,560)
2049	(646,189)	(23,127)	(40,133)	(709,449)	(1,926,873)
2050	(674,022)	(24,123)	(41,862)	(740,007)	(2,009,855)
2051	(702,780)	(25,152)	(43,648)	(771,580)	(2,095,593)
2052	(732,493)	(26,216)	(45,494)	(804,202)	(2,184,181)
TOTAL:	(12,206,139)	(436,857)	(758,097)	(13,401,092)	(36,401,032)

Source: Tiberius Solutions, LLC

Note that the foregone revenue for the Lincoln County School District and the Linn-Benton-Lincoln Regional Education Service District does not have a direct impact on school funding, as funding is equalized at the State level.

Blight Findings

ORS 457.010 defines blight and states that “A blighted area is characterized by the existence of one or more of the following conditions”. In ORS 457.010, a full list of blighting conditions follows the general statement. These conditions constitute blight as defined by ORS 457.010. The official blight findings would be made in a future ordinance adopting the urban renewal plan. However, initial blight findings relating to the conditions in the potential urban renewal area are sufficient to allow for the creation of an urban renewal agency.

Next Steps

This Urban Renewal Feasibility Study will be presented to the Toledo City Council. If they direct staff to pursue the development of an urban renewal plan, the following steps must be completed:

1. Establish an Urban Renewal Agency. This is done through adoption of a non-emergency ordinance by the Toledo City Council.
2. Decide whether to hire a consultant to assist in the urban renewal plan preparation and adoption process. The typical cost is from \$30,000 to \$35,000 and that cost difference is attributed to the number of meetings in the public input process. The number of meetings varies depending on the type of public input that is used. Many cities form an advisory committee that meets three times to provide input on the preparation of the urban renewal plan. The advisory committee helps to inform the taxing districts of the potential use of urban renewal and helps to garner public input on and support for the formation of the urban renewal area. Public input is a required component of the urban renewal plan process. If an advisory committee is not used, a public Open House is usually held.
3. Decide on a public input strategy: Advisory Committee and Open House or only an Open House.
4. Prepare an Urban Renewal Plan (Plan) pursuant to ORS 457.085 including goals and objectives and projects to pursue.
5. Decide on the projects to be included in the Plan.
6. Complete the Report that accompanies the Plan. This Report must comply with ORS 457.087, both identifying existing conditions and establishing financial feasibility. There is generally a large amount of city staff input in this document, as existing conditions must be identified, and projects defined. FYE 2021 data was used for this feasibility study as that was what was available at the time the financial feasibility was analyzed. If an urban renewal plan is authorized immediately, we can use this data.
7. Present the draft Plan to the Urban Renewal Agency for their review, and if desired, pass a motion to start the public review process.
8. Receive public input, generally taking the form of a Public Open House.
9. Present to the Toledo Planning Commission for their finding of conformance of the Toledo Urban Renewal Plan with the Toledo Comprehensive Plan.
10. Present to the Lincoln County Commission. No action on their behalf is required.
11. Consult and confer with affected taxing districts.
12. Conduct a public hearing in front of Toledo City Council, advertised to a specific group as identified in 457.120. Review of a non-emergency ordinance.
13. Publish notice if the ordinance for the Plan is adopted.

14. Complete a legal description of the URA that is typically done outside of the urban renewal plan consultant's contract. This legal description must be complete by the final action in front of City Council.
15. Timing of the adoption of a Plan is important. There are two important factors in timing. The first is which tax roll will be used to establish the frozen base. If the Plan is adopted and the 30-day period for a non-emergency ordinance occurs prior to the certification of the FYE 2022 tax roll by the County Assessor (in early October), the frozen base that is established for the URA uses the FY 2020/2021 assessed values, based on values as of January 1, 2020. This potentially captures increases in assessed value growth as well as any new growth that will come on the tax roll in FY 2022/2023. If you do not adopt a plan by this timeframe, you will use property values as of January 1, 2021 as your frozen base. To meet the deadline of using January 1, 2020 values for your frozen base, the Plan must be adopted by September 1, 2021.

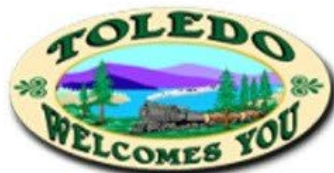
The second important timing factor is when the Urban Renewal Agency will begin tax increment collections. If the Plan is adopted prior to Jan 1, 2022, increment will be distributed in FYE 2023. (This will happen if you meet the prior deadline of September 1, 2021.) If the Plan is adopted after January 1, 2022, the first increment is distributed in FYE 2024. To meet this deadline, the Plan must be adopted by December 1, 2021.

The process of preparing and adopting an urban renewal plan typically takes over six months. However, in this case, the City will want to move more quickly to ensure an urban renewal plan is adopted prior to September 1, 2021.

TOLEDO URBAN RENEWAL FEASIBILITY STUDY



ELAINE HOWARD
CONSULTING, LLC



WELCOME TO
Toledo, Oregon



TIBERIUS
SOLUTIONS

ROADMAP



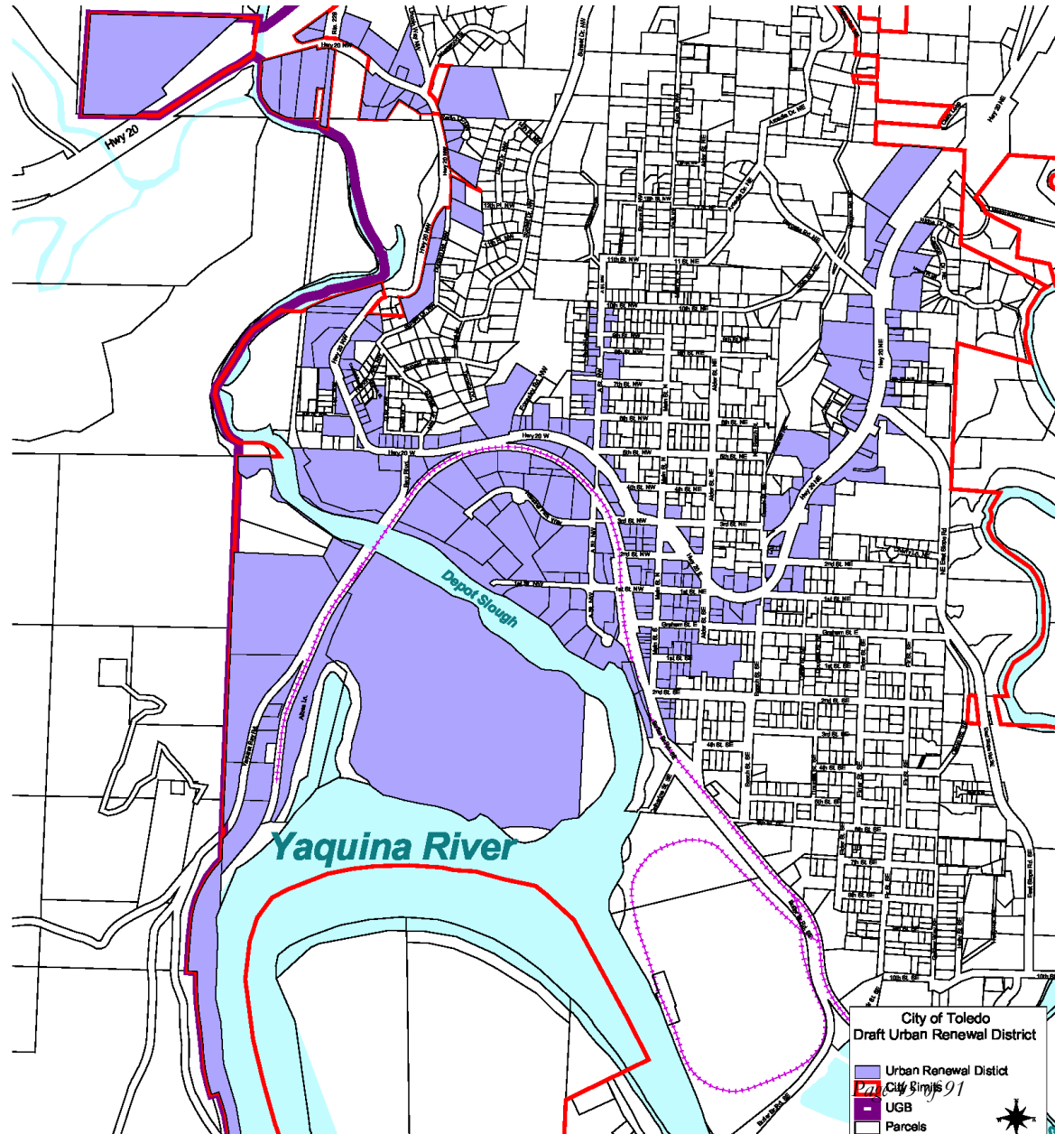
1. Feasibility Study

2. Next Steps

3. Timeline

4. Questions

POTENTIAL BOUNDARY

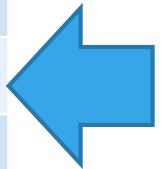


ACREAGE AND ASSESSED VALUE

	Acreage	Assessed Value
Urban Renewal Area	311.75	\$41,242,091
City of Toledo	1,591	\$424,189,670
Percent in URA	19.59%	9.77%

TIF OVER TIME

Total Net TIF	\$ 36,400,000
Maximum Indebtedness	\$ 30,900,000
Capacity (2020\$)	\$ 19,000,000
Years 1-5	\$ 5,300,000
Years 6-10	\$ 2,800,000
Years 11-15	\$ 2,700,000
Years 16-20	\$ 2,600,000
Years 21-25	\$ 2,400,000
Years 26-30	\$ 3,200,000



IMPACTS ON TAXING DISTRICTS

City of Toledo	
(173,040)	(414,281)
(188,007)	(434,743)
(200,974)	(455,883)
(214,370)	(477,724)
(228,208)	(500,290)
(242,505)	(523,604)
(257,275)	(547,692)
(272,534)	(572,580)
(288,298)	(598,294)
(304,585)	(624,861)
(321,410)	(652,311)
(338,794)	(680,672)
(356,753)	(709,976)
(375,307)	(740,253)
(394,476)	(771,536)
	(12,861,236)

See pages 19, 20 of Feasibility Study for all taxing districts

TIMING ISSUES

Urban Renewal Area (Tax Increment Area)

Established by Sept 1, 2021 has frozen base on values of properties as of Jan 1, 2020.

This also captures incremental development that happened between Jan 2020 and Jan 2021 that will come on the tax roll in October 2021.

Georgia Pacific and Port developments - update on status

NEXT STEPS

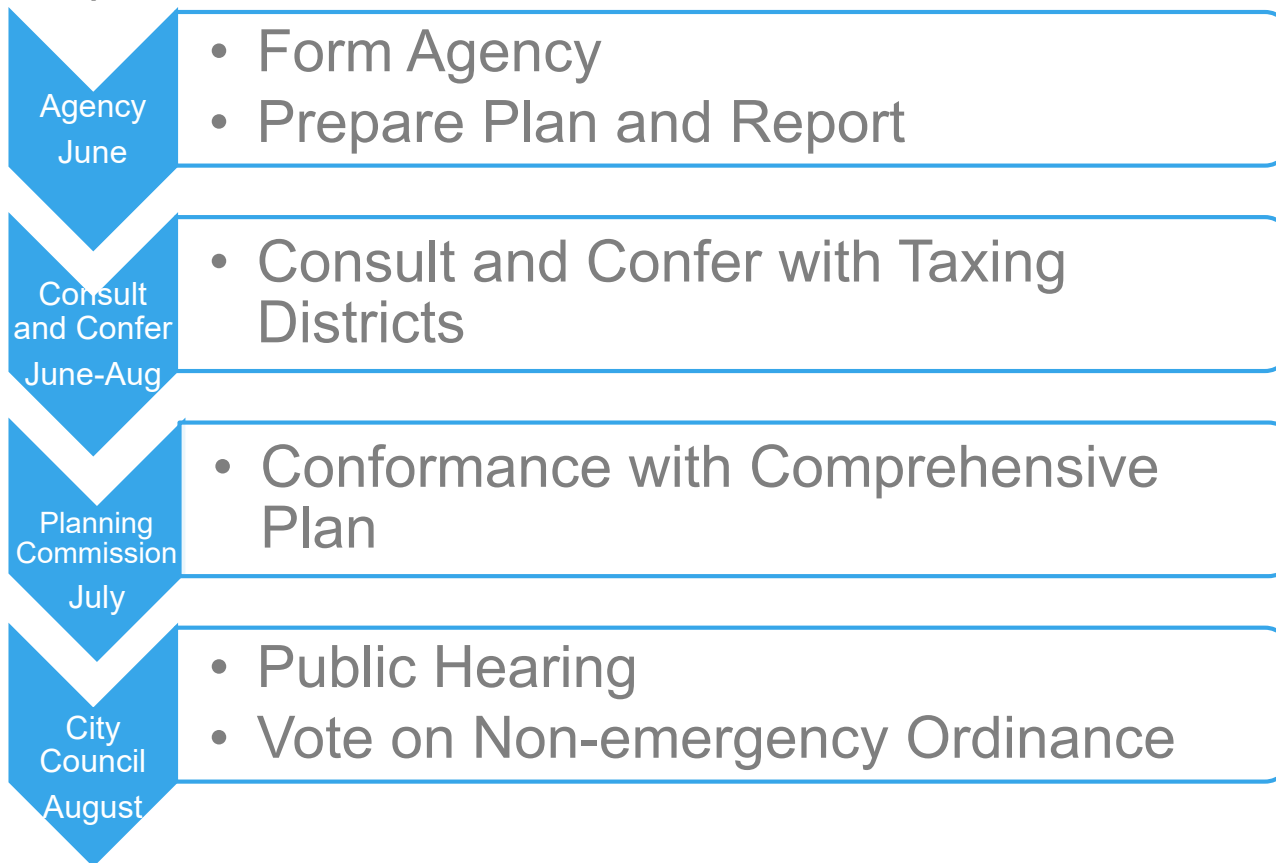
- Decide whether to hire a consultant to help with Plan and Report preparation and process for adoption
- Public Input
- Define projects
- Prepare documents in accordance with ORS 457
- Go through formal public review/adoption process

ROLE OF CONSULTANT/COSTS

- Role of consultant
 - ❖ Prepare all documents:
 - ❑ Agency formation
 - ❑ Plan, Report on Plan
 - ❑ Staff reports to Agency and Planning Commission
 - ❑ Taxing district letters
 - ❑ City Council report
 - ❑ notices, power points
 - ❖ Present at Agency, Planning Commission and City Council meetings
 - ❖ Depending on number of meetings in locality:
\$35,000 to \$40,000
 - ❖ Costs for Plan development can be reimbursed to Agency once Plan is completed and tax increment revenues are received

TIMEFRAME

- Urban Renewal Plan 5-8 Months depending on public input



QUESTIONS?

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	April 21, 2021	Discussion of Water and Sewer rates effective May 21, 2021
Council Goal:	Agenda Type:	
Adopt equitable water and sewer rates that provide sufficient revenue to complete needed infrastructure projects.	Discussion and Information	
Prepared by:	Reviewed by:	Approved by:
City Manager J. Richter	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Direct staff to prepare a resolution setting water and sewer rates for 2021-2022 to be adopted at the next council meeting.

Background:

The water and sewer rates adjust each year on May 21. In anticipation, staff has provided the current rates (as of May 21, 2020) and what the rates would be based on a 3% increase – which was the amount of increase approved last year. As requested, staff has prepared two scenarios – one showing an increase of 3% across the board, the other showing a 2% increase in the base rate and a 4% increase in the usage charges.

As a reminder, the agreement with Seal Rock water district allows for their rate to be adjusted by the same percentage as other City of Toledo water customers.

Civil West completed the Water and Sewer Rate study about one year ago. It is provided in the packet for the April 7 meeting.

Fiscal Impact:	Fiscal Year:	GL Number:
N/A	2020-2021	N/A

Attachment:

1. Utility Rates effective May 21, 2020
2. Proposed utility rates effective May 21, 2021 at 3%
3. Proposed utility rates effective May 21, 2021 at 2% base, 4% usage
4. Billing Scenarios
5. Summary by Class

City of Toledo

# in house	Gallons	Water	Sewer	St Light	Rd Maint	Ttl Bill	Yearly Cost
0	0	\$ 30.36	\$ 17.61	\$ 2.50	\$ 3.00	\$ 53.47	\$ 641.64
1-2	1000	\$ 35.11	\$ 17.61	\$ 2.50	\$ 3.00	\$ 58.22	\$ 698.64
1-2	2000	\$ 39.86	\$ 34.08	\$ 2.50	\$ 3.00	\$ 79.44	\$ 953.28
1-2-3	3000	\$ 44.61	\$ 50.55	\$ 2.50	\$ 3.00	\$ 100.66	\$ 1,207.92
2-3	4000	\$ 49.36	\$ 67.02	\$ 2.50	\$ 3.00	\$ 121.88	\$ 1,462.56
2-3-4	5000	\$ 54.11	\$ 83.49	\$ 2.50	\$ 3.00	\$ 143.10	\$ 1,717.20
3-4	6000	\$ 58.86	\$ 99.96	\$ 2.50	\$ 3.00	\$ 164.32	\$ 1,971.84
3-4-5	7000	\$ 63.61	\$ 116.43	\$ 2.50	\$ 3.00	\$ 185.54	\$ 2,226.48
4-5	8000	\$ 68.36	\$ 132.90	\$ 2.50	\$ 3.00	\$ 206.76	\$ 2,481.12
4-5-6	9000	\$ 73.11	\$ 149.37	\$ 2.50	\$ 3.00	\$ 227.98	\$ 2,735.76
5-6	10000	\$ 77.86	\$ 165.84	\$ 2.50	\$ 3.00	\$ 249.20	\$ 2,990.40

Current Rates

Water flat	\$	30.36
water /1000	\$	4.75
sewer flat	\$	17.61
sewer/1000	\$	16.47
street light	\$	2.50
road maint	\$	3.00

Outside City Limits

Water Flat	\$	60.72
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City of Toledo

3% increase

# in house	Gallons	Water	Sewer	St Light	Rd Maint	Ttl Bill	Yearly Cost
0	0	\$ 31.27	\$ 18.14	\$ 2.50	\$ 3.00	\$ 54.91	\$ 658.91
1-2	1000	\$ 36.16	\$ 18.14	\$ 2.50	\$ 3.00	\$ 59.80	\$ 717.62
1-2	2000	\$ 41.06	\$ 35.10	\$ 2.50	\$ 3.00	\$ 81.66	\$ 979.90
1-2-3	3000	\$ 45.95	\$ 52.07	\$ 2.50	\$ 3.00	\$ 103.51	\$ 1,242.18
2-3	4000	\$ 50.84	\$ 69.03	\$ 2.50	\$ 3.00	\$ 125.37	\$ 1,504.46
2-3-4	5000	\$ 55.73	\$ 85.99	\$ 2.50	\$ 3.00	\$ 147.23	\$ 1,766.74
3-4	6000	\$ 60.63	\$ 102.96	\$ 2.50	\$ 3.00	\$ 169.08	\$ 2,029.02
3-4-5	7000	\$ 65.52	\$ 119.92	\$ 2.50	\$ 3.00	\$ 190.94	\$ 2,291.29
4-5	8000	\$ 70.41	\$ 136.89	\$ 2.50	\$ 3.00	\$ 212.80	\$ 2,553.57
4-5-6	9000	\$ 75.30	\$ 153.85	\$ 2.50	\$ 3.00	\$ 234.65	\$ 2,815.85
5-6	10000	\$ 80.20	\$ 170.82	\$ 2.50	\$ 3.00	\$ 256.51	\$ 3,078.13

Water flat	\$	31.27
water /1000	\$	4.89
sewer flat	\$	18.14
sewer/1000	\$	16.96
street light	\$	2.50
road maint	\$	3.00

Outside City Limits

Water Flat	\$	62.54
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City of Toledo

2% Flate Rate/4% Usage Charge Increase

# in house	Gallons	Water	Sewer	St Light	Rd Maint	Ttl Bill	Yearly Cost
0	0	\$ 30.97	\$ 17.96	\$ 2.50	\$ 3.00	\$ 54.43	\$ 653.15
1-2	1000	\$ 35.91	\$ 17.96	\$ 2.50	\$ 3.00	\$ 59.37	\$ 712.43
1-2	2000	\$ 40.85	\$ 35.09	\$ 2.50	\$ 3.00	\$ 81.44	\$ 977.26
1-2-3	3000	\$ 45.79	\$ 52.22	\$ 2.50	\$ 3.00	\$ 103.51	\$ 1,242.08
2-3	4000	\$ 50.73	\$ 69.35	\$ 2.50	\$ 3.00	\$ 125.58	\$ 1,506.91
2-3-4	5000	\$ 55.67	\$ 86.48	\$ 2.50	\$ 3.00	\$ 147.64	\$ 1,771.74
3-4	6000	\$ 60.61	\$ 103.61	\$ 2.50	\$ 3.00	\$ 169.71	\$ 2,036.56
3-4-5	7000	\$ 65.55	\$ 120.74	\$ 2.50	\$ 3.00	\$ 191.78	\$ 2,301.39
4-5	8000	\$ 70.49	\$ 137.86	\$ 2.50	\$ 3.00	\$ 213.85	\$ 2,566.21
4-5-6	9000	\$ 75.43	\$ 154.99	\$ 2.50	\$ 3.00	\$ 235.92	\$ 2,831.04
5-6	10000	\$ 80.37	\$ 172.12	\$ 2.50	\$ 3.00	\$ 257.99	\$ 3,095.86

Water flat	\$ 30.97
water /1000	\$ 4.94
sewer flat	\$ 17.96
sewer/1000	\$ 17.13
street light	\$ 2.50
road maint	\$ 3.00

Outside City Limits

Water Flat	\$ 61.93
------------	----------

March billing for approximately 1200 single family residential accounts with 5/8" meter

	Monthly	Yearly
Current		
Flat Amount Billed	\$ 32,830	\$ 393,960
Consumption Amount Billed	<u>\$ 18,167</u>	<u>\$ 218,004</u>
	\$ 50,997	\$ 611,964
With 3% Increase		
Flat Amount	\$ 33,815	\$ 405,779
Consumption	<u>\$ 18,712</u>	<u>\$ 224,544</u>
	\$ 52,527	\$ 630,323
With 2% Flat Rate Increase	\$ 33,487	\$ 401,839
With 4% Consumption Increase	<u>\$ 18,894</u>	<u>\$ 226,724</u>
	\$ 52,380	\$ 628,563

Utility Billing

Summary by Class

User: apclerk

Printed: 04/16/2021 - 4:17PM

From Date: 03/01/2021

To Date: 03/31/2021

Service List: Water

Class List: 00, 01, 02, 03, 04, 05, 06, 07, 08, 09



Class	Class Description	Account Count	Billed Amount	Adj Amount	Pen Amount
01	Single Family	1,212	54,217.54	2,081.48	0.00
02	Multi-Family	51	6,443.37	-0.26	0.00
03	Commercial	99	13,483.82	189.97	0.00
04	Industrial	19	26,755.96	0.00	0.00
05	Fire Standby	0	0.00	0.00	0.00
06	Outside Residential	78	8,267.31	0.00	0.00
07	Outside Commercial	7	2,383.87	555.94	0.00
08	Districts	2	44,621.21	0.00	0.00
00	No Charge	24	35.10	0.00	0.00
09	Sewer only	1	0.00	0.00	0.00
Total		1,493	156,208.18	2,827.13	0.00

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	April 21, 2021	Interview and appointment to the Budget Committee
Council Goal:	Agenda Type:	
Not Applicable	Decision Items	
Prepared by:	Reviewed by:	Approved by:
City Recorder L. Figueroa	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Staff makes no recommendation. City Council may choose to either appoint Ms. Johnson or not appoint her to a vacancy on the Budget Committee.

Background:

The Budget Committee (BC) currently has several vacancies. Staff has been actively seeking interested individuals to serve on the BC.

Michele Johnson submitted an application for the Budget Committee [application included as Attachment 1] and will be in attendance to interview for the position.

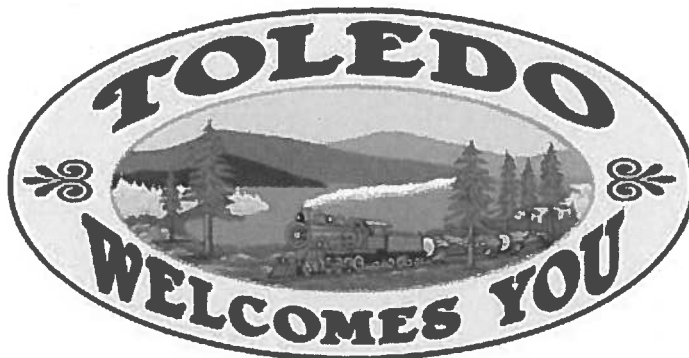
Fiscal Impact:	Fiscal Year:	GL Number:
N/A	2020-2021	N/A

Attachment:

1. Michele Johnson application
2. Budget Committee interview questions

NAME Michele Thompson

POSITION APPLIED FOR Budget Committee



CITY OF TOLEDO, OREGON

Volunteer Application City Board, Committee or Commission

The City of Toledo is an Equal Opportunity Employer
and does not discriminate

Return to:

Toledo City Hall
206 N. Main Street, P.O. Box 220 - Toledo, Oregon 97391
Phone (541) 336-2247 - Fax: (541) 336-3512
Hours: 8am to 5pm, Monday - Thursday
Website: www.cityoftoledo.org
email: administration@cityoftoledo.org

Received by:

Date:

4/7/2021

Revised 5/2/17

CITY OF TOLEDO
City Board, Committee or Commission
APPLICATION FOR VOLUNTEERS

Position Applied for:

Budget Comm / City Council

Date:

4-7-21

Johnson

Last Name

Michele

First Name

Rene

Middle Name

[Redacted]

Address

Toledo

City

OR

State

97391

Zip

[Redacted]

Phone #

[Redacted]

Email

Have you worked for or previously been a volunteer for the City of Toledo?

☒ Yes

☐ No

If yes, what position and when?

Council

Volunteer/ Committee Experience

GENERAL BACKGROUND:

QUALIFICATIONS:

Council, Chamber Board
Know a thing or two about how the
City Works

EXPERIENCE:

Council Own business

COMMENTS OF INTEREST:

WHY SEEKING POSITION:

I was asked by Several
Citizens to Apply. I felt I needed
to get back involved.
Also I don't desire to Sue the City!

COMMUNITY INVOLVEMENT:

In the past I was very
involved but Silently... helped on
numerous City projects

CERTIFICATION:

By signing below I certify that I meet the resident eligibility requirements to serve on

the

Council or Budget
Insert name of committee, board or commission

Signed

Michael R. John

Date:

7 April 21



CITY OF TOLEDO
Budget Committee Interview Questions

1. What do you feel is the role of a Budget Committee member?
2. Have you ever managed, administered, or been responsible for a budget? If so, what size was the budget and for what purpose?
3. What are the basic services any city should provide?
4. In your opinion, what is the most important service Toledo provides to the residents? Why? (e.g., fire, police, library, planning, etc.)
5. If you had a dollar to spend, how would you appropriate it for city services?
6. Any additional questions posed by Council.

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	April 21, 2021	Approval of the Toledo Public Safety Association salary schedule
Council Goal:	Agenda Type:	
Not Applicable	Decision Items	
Prepared by:	Reviewed by:	Approved by:
City Manager J. Richter	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Motion to approve the Toledo Public Safety Association salary schedule as presented, which includes a Part-Time Dispatcher for Toledo Police and Fire.

Background:

In the past, the dispatch supervisor has provided many hours of dispatch services. As the administrative portion of the job has grown, it has become impossible to keep up with the demands. Also, the department will have some leave of absences coming up that will require additional staff to cover. This part-time position will allow the department to meet admin needs and reduce overtime for coverage of said leaves.

Chief Pace mentioned the Part-Time Dispatch Position in his year-end report. One of our current dispatchers has expressed interest. We would like to be able to support her in the pursuit of her personal goals while retaining trained staff.

Fiscal Impact:	Fiscal Year:	GL Number:
Insert \$ here	2020-2021	Insert GL # here

Attachment:

1. Toledo Public Safety Association Salary Schedule
2. Part-Time Dispatcher Job Description

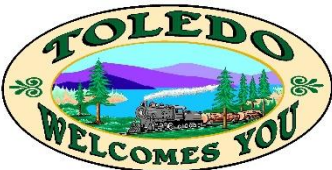
Salary Schedule

Toledo Public Safety Departments

Effective July 1, 2020 updated 4/21/2021 for Council Approval

Position	Classification						
	1	2	3	4	5	6	
Police Officer	4207	4368	4529	4702	4875	5056	
Dispatcher	3427	3549	3672	3800	3933	4064	
Part time Dispatcher per hour	19.77	20.48	21.18	21.92	22.69	23.45	
Police Detective	4417	4587	4756	4937	5119	5310	
Sergeant	5102	5307	5518	5740	5961	6200	
Head Dispatcher	4115	4280	4452	4629	4813	5007	
Police Chief	6185	6433	6690	6959	7237	7525	
Fire Chief	6005	6246	6495	6756	7026	7306	not covered under CBA
Asst Fire Chief	4091	4250	4405	4575	4743	4919	Not covered under CBA
Division Chief (Fire)	4084	4241	4397	4565	4733	4909	being replaced --see below
Training Officer-Lieutenant	4324	4490	4657	4835	5012	5198	
Training Officer - Captain	4368	4536	4704	4883	5062	5251	
Training Officer - Division Chief	4413	4582	4751	4933	5114	5303	
Fire Inspector -Lieutenant	3920	4071	4221	4383	4543	4713	
Fire Inspector - Captain	3960	4113	4263	4427	4590	4761	
Fire Inspector - Division Chief	4001	4154	4306	4471	4636	4809	

last updated 4/2/2020 COLA incr of 3.0% from 19-20 --Addition of part time dispatcher for Council Approval on 4/21,2021

	City of Toledo Part-Time Dispatcher Job Description	
	Salary Range: \$19.77 – 23.45/hour	Department: Police Dept
	Classification: FLSA Non-Exempt	Supervisor: Police Chief
	Representation: Toledo Public Safety Association	Location: Police Department

General Roles and Responsibilities

Operates police, fire and emergency medical radio equipment to dispatch police, fire, and medical units. Answers telephones, receives incident reports, assigns proper information to patrol and other responding units, makes records checks, operates computer terminal and performs a variety of clerical and record keeping duties. Maintains communication between dispatch center and field units; dispatches units and responds to requests for aid. Maintains logs on all center activities. Composes required reports containing statistics. Performs other related duties as assigned. Dispatch closely interacts with the public over the phone and in person while providing many administrative services such as subpoena service, burn permits, city information, etc.

Supervision Received and Exercised

- Position functions under the direction of the Dispatch Supervisor and Chief of Police
- This position has no supervisory responsibilities

Knowledge and Skills Required

Minimum Education

- High school diploma or equivalent GED

Experience

- No experience required.

Certifications/Licenses

- Must have valid Oregon Driver's License or the ability to obtain one upon acceptance of the position
- The ability to obtain basic Telecommunications certificate within one (1) year.

Knowledge of:

- Safety and Security: Candidates must have the ability to apply knowledge of rules, regulations, and procedures, including safety procedures. Policies and procedures may refer to department policies and procedures related to emergency communications and disaster and special response plans.
- How to effectively communicate.
- Providing excellent customer service.
- How to effectively communicate using telecommunications: Candidates must be able to attain and demonstrate knowledge of telecommunications systems, which may include transmission, broadcasting, and switching systems, and computerized databases, including teletype operations and procedures. Further, they must be able to attain and demonstrate understand basic dispatch codes, as well as standard abbreviations and industry terminology commonly used by emergency medical services and law enforcement agencies.
- Geography: Candidates must be able to understand jurisdictional boundaries, as well as thoroughfares, landmarks, public buildings and waterways within the jurisdiction.

Primary Responsibilities

- A. Operate a multi-line telephone console system, alerting system, and TDD system for the deaf and hearing-impaired
- B. Translate information to the appropriate codes
- C. Determine and assign the level of priority of the call and enter the data into a computer-aided dispatch system for radio dispatch purposes
- D. Perform emergency medical dispatch and crisis intervention services
- E. Ask vital questions and provide pre-arrival instructions for emergency medical calls
- F. Monitor and operate a radio console and computer equipment
- G. Receive and respond to a variety of emergency and non-emergency services and complaints
- H. Ask questions to interpret, analyze and anticipate the caller's situation as to resolve problems, provide information, dispatch emergency services, or refer callers to other agencies
- I. Dispatch and coordinate the responses of public safety agencies
- J. Identify appropriate number and type of equipment or apparatus to dispatch
- K. Enters and modifies information into local, state and national computer databases
- L. Monitor and respond to a variety of technical systems and alarms

(Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.)

Working Conditions

This work environment has occasional hazards or obstacles. Job conditions are occasionally uncomfortable relative to noise, temperature, inside/outside work, dirty conditions, or interactions with angry or hostile individuals, exposure to contagious disease, etc.

Physical demands

The physical demands described here are representatives of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires regularly adaptive and flexible responses due to changing priorities, need to juggle timeframes, and need to meet fluctuating deadlines. Interruptions to normal schedules occur and response to new situations is needed regularly. Contacts with others can frequently include difficult or disagreeable people.

This position requires minimal physical effort such as light lifting, carrying or movement, etc. While performing the duties of this job the employee is frequently required to reach with hands and arms, stand, walk, sit, use hands to finger, grasp, handle, feel or operate objects, tools or controls and talk and hear. The employee is occasionally required to kneel and crouch. Physical capability involves use of office or equipment where some agility and hand eye coordination are needed. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Revised:

Adopted: July 1, 2000

**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	April 21, 2021	Approval of Expenditure of \$26,430 for installation of safety catwalk at Water Treatment Plant
Council Goal:	Agenda Type:	
Not Applicable	Decision Items	
Prepared by:	Reviewed by:	Approved by:
Public Works Director Bill Zuspan	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Motion to authorize expenditure of \$26,430.00 to install Safety Catwalk around deep well basins at Water Treatment Plant.

Background:

This has been a safety concern for years for employees that work around the top of the basins. The project is a Capital Improvement project from the 2020-2021 master project list and funding is pre-approved for \$20,000. The extra will be taken from an operations fund. Contractor has been in touch diligently while preparing bid. Work will be completed by June 30, 2021.

Fiscal Impact:	Fiscal Year:	GL Number:
\$20,000	2020-2021	041-410-620520

Attachment:

1. Quote
2. Catwalk Picture #1
3. Catwalk Picture #2

Icon Fabrication, LLC

(541) 905-3835
janelle@iconoregon.com
http://iconoregon.com



Estimate

ADDRESS	ESTIMATE	90
Zachary Dues	DATE	03/29/2021
City of Toledo	EXPIRATION DATE	04/29/2021
860 NE Reservoir Road		
P.O. Box 220		
Toledo, Oregon 97391 USA		

DATE	DESCRIPTION	AMOUNT
	Fabrication, delivery and installation of approximately 86 feet of catwalk and handrail to extend existing catwalk and railing above holding tanks. New fabrication to follow existing materials as closely as possible, maintaining building code guidelines. Existing material is steel with aluminum grating and aluminum railing. Railing will follow existing dimensions, constructed from 6061 aluminum and TIG welded. Current railing and catwalk will be modified to incorporate new sections, which will require some demolition of existing. Steel portions of the weldments will be coated with gray primer to closely match existing color. New grating will be FRP (Fiberglass reinforced plastic), gray in color. While not being made of the same material as existing, it is cost effective and the load rating is similar. It is extremely weather resistant and comparable to existing grating. Installed with stainless clips and hardware. Catwalk will be fixed to the concrete via drilling and stainless anchors. Installation will take place from a boom lift when at all possible to avoid potential fall hazards. The install will require	26,428.53

some on site welding and cutting.
Estimate includes rental and
delivery of 1 Genie articulating lift
to assist in installation (model
Genie Z-45-25RT).

Upon acceptance of this bid we
require a 40% deposit. Terms are
NET 30 from the date the invoice is
issued. If you have a preferred
method for deposit please let us
know and we will do our best to
make accommodations. Upon
approval of estimate our office will
provide a W9, insurance, bond,
workers comp and license
verification.

0.00

Unfortunately material costs are
rising at an abnormal rate and its
best to get materials purchased
within 7 days of this bid unlike the
typical 30 we've been accustomed
to. We hope to see this change soon
but for now we cannot guarantee
material cost after 7 days of the
estimate.

Any changes outside of the above
mentioned scope of work will
require a change order and could
potentially delay the jobs
completion.

Safety precautions will be taken throughout the course of the project to ensure that plant operations and personnel are not impacted. While contractors are not present any open railings or catwalk will be mitigated with approval by the customer prior to leaving the site at days end.

Day 1 will require parking space for a 20x8.5 trailer used for delivery purposes. Day 2-4 will require parking for service truck within close proximity to the area where work is to be performed.

Icon will take every precaution when it comes to safety. If you have procedures in place for lock out tag out, hot work, or pre task plans, please advise prior to any work taking place so that we can be in compliance. Site safety plan provided upon request.

COVID guidelines for this site? Please advise so that we can be in compliance.

Upon completion we will do a walk with your representative to ensure the job has been completed to your standards, prior to signing off on the project.

TOTAL

\$26,428.53

Accepted By

Accepted Date



**CITY OF TOLEDO
REQUEST FOR COUNCIL ACTION**

	Meeting Date:	Agenda Topic:
	April 21, 2021	Interviews and appointment of individual to fill the unexpired term on the City Council
Council Goal:	Agenda Type:	
Not Applicable	Decision Items	
Prepared by:	Reviewed by:	Approved by:
City Recorder L. Figueroa	City Manager Judy Richter	City Manager Judy Richter

Recommendation:

Staff makes no recommendation. Council may appoint an individual to fill the [unexpired term] vacancy on the City Council.

Background:

This item was considered on April 7 but before the meeting, Council and staff learned that an advertisement for the open vacancy misprinted the application deadline date. Because of that, two individuals expressed interest in applying for the vacancy the week of April 5 before the meeting. The Council postponed the item to April 21 to provide more time for those individuals to apply. Staff reached out to one of the applicants and provided them a full packet, but they decided not to apply and did not submit their application. Staff attempted to contact other individual but was not successful.

Included with the Council report are all three applications and resumes and the Council interview questions.

Fiscal Impact:	Fiscal Year:	GL Number:
N/A	2020-2021	N/A

Attachment:

1. Rob Duprau Application
2. Nancy Bryant Application
3. Tracy Mix Application



City of Toledo
Toledo City Council
Volunteer Application

Robert Duprau / applicant

City of Toledo Mission Statement

*The mission of the Toledo City Government is
to provide efficient and necessary public service
that protect and enhance the quality of life in Toledo,
now and in the future, as determined by our citizens,
the law and available economic resources.*

RETURN TO:
Toledo City Hall
Attention: City Recorder
206 N. Main Street
Po box 220
Toledo, OR 97391
P: 541-336-2247 xtn 2060
E: lisa.figueroa@cityoftoledo.org
Website: www.cityoftoledo.org

www.cityoftoledo.org
P: 541-336-2247 | F: 541-336-3512

**Toledo City Council
Volunteer Application**

Thank you for your interest in serving on the City Council! Fill out the application, including the statement of reasons as to why you are interested in the position and attach a resume. Submit the completed packet to the City Recorder at City Hall.

CANDIDATE INFORMATION

Name: Robert Duprau

Physical Address: [REDACTED]

Mailing Address
(if different):

Phone: [REDACTED] ☐ Home ☒ Cell

E-mail Address: [REDACTED]

GENERAL BACKGROUND

Qualifications:

Understanding of multiple processes, previous government experience - serving in the US Coast Guard, managing budgets, assets and priorities with accountability to the American people. High degree of stewardship and being invested in the best outcome for the greatest good.

Experience:

Citizen of Toledo- served in the Fire Department. Currently on the Planning Commission. Ability to communicate with people of diverse opinions, finding common ground. Served on Critical Incident Team helping to navigate and frame emotionally tense and charged situations with success.

GENERAL BACKGROUND

Community
Involvement:

Current: Planning Commission

Previous: Toledo Fire

Pre-Covid: Wrestling Coach and youth advocate

STATEMENT OF REASONS

Please include a statement of reasons why you desire to be considered for appointment to fill the vacancy.

I am invested in the success and growth of Toledo as my "home" town, being in the military I travelled a lot. Here I have found my place, and out of all the areas I could have chosen to live, Toledo is my home.

I want to use my time and talents to help Toledo to thrive and grow. I think Toledo is unique and has unique things to offer. I would like to help celebrate the unique aspects of our town and its strong ties to veterans, loggers, the fishing community, the arts and antiques community with all our abundance of diversity, while creating unity through purpose.

I also have a heart for the future generations of this community, our children. I would like to make this a safe and livable community for them as well.


Signature

March 16, 2021
Date

OFFICE USE ONLY

Date received: 3/18/2021

Initials: LF

Toledo City Council Volunteer Application



CITY OF TOLEDO
QUALIFIED ELECTOR/RESIDENCY
CERTIFICATION

Robert Duprau

I, Robert Duprau, hereby certify that I am currently a qualified elector or that at such time I may be appointed by the City Council, I will be a qualified elector.

Dated this 4th day of March, 2021.

A handwritten signature in blue ink, appearing to read "Robert C. Duprau", written over a horizontal line.

Signature of Applicant

Robert C. Duprau

Printed Name

ROBERT C. DUPRAU

Retired Chief ~ United States Coast Guard

Email: [REDACTED]

Phone: [REDACTED]

SUMMARY

Results driven, mature, retired Coast Guard Chief with 20+ years of experience ensuring problem resolution, fiscal accountability and responsibility. Proven ability to build team participation based on mutual respect while fostering unity of purpose.

SKILLS

Exceptional communications: Organized: Quick Learner: Critical Thinking: Problem Solving: Team Builder: Team Worker: Active Listener: Conflict Resolution: Decision Making: All Around Good Guy

EXPERIENCE

YOUTH COACH~ Baseball, Soccer, Wrestling, Football

Volunteered as a coach for several youth activities. These experiences allowed me to develop relationships with young athletes, parents and school staff. This required attention to detail, an exceptional ability to listen to concerns from staff, parents and athletes while maintaining focus on the outcome. The outcome is not necessarily the win, the outcome is to teach teamwork, perseverance, even how to fail and continue to strive for the next victory. The heart of coaching is helping to create quality men and women.

RETIRED US COAST GUARD CHIEF ~ 1983:2003

- Federal Law Enforcement/Boarding Officer
- Standardization Team
- Oceanic Search and Rescue
- Maintain Aids to Navigation
- Service & collection of NOAA buoys
- Maintain arctic shipping routes
- Sailed the 7 seas stepped on all 7 continents – walked on water too.

Pastor ~ 2004: Present

- Operated a local thrift store
- Weddings
- Funerals
- Teaching
- Working daily for better outcomes for everyone



City of Toledo
Toledo City Council
Volunteer Application

City of Toledo Mission Statement

*The mission of the Toledo City Government is
to provide efficient and necessary public service
that protect and enhance the quality of life in Toledo,
now and in the future, as determined by our citizens,
the law and available economic resources.*

RETURN TO:

Toledo City Hall
Attention: City Recorder
206 N. Main Street
Po box 220
Toledo, OR 97391
P: 541-336-2247 xtn 2060
E: lisa.figueroa@cityoftoledo.org
Website: www.cityoftoledo.org

**Toledo City Council
Volunteer Application**

Thank you for your interest in serving on the City Council! Fill out the application, including the statement of reasons as to why you are interested in the position and attach a resume. Submit the completed packet to the City Recorder at City Hall.

CANDIDATE INFORMATION

Name: Nancy Bryant

Physical Address: [REDACTED]

Mailing Address
(if different): [REDACTED]

Phone: [REDACTED] ☐ Home ☒ Cell

E-mail Address: [REDACTED]

GENERAL BACKGROUND

Qualifications:

I have first hand knowledge of municipal government infrastructure, budgeting and policies. I am familiar with the Toledo Charter and the Municipal Code. I have assisted the City Manager in providing City Council Orientation. I created a City Council handbook. I have attended hundreds of Toledo City Council meetings.

Experience:

Thirteen years working for the City of Toledo in the positions of Utility Billing Clerk, Assistant to the City Recorder and City Recorder.

GENERAL BACKGROUND

Community
Involvement:

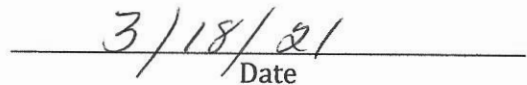
Past participation as:
Lincoln County Historical Society Board member
My Sisters' Place Board member
Toledo Jr/High School Site Council member
I volunteered in the Toledo Schools from 1991-2013

STATEMENT OF REASONS

Please include a statement of reasons why you desire to be considered for appointment to fill the vacancy.

I grew up in Toledo, I love my community and I would like to use my skills and knowledge by volunteering to aid in the protection and enhancement of the quality of life for all who live here.

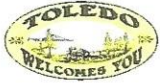

Signature


Date

OFFICE USE ONLY

Date received: 3/18/2021

Initials: LF



**CITY OF TOLEDO
QUALIFIED ELECTOR/RESIDENCY
CERTIFICATION**

I, Nancy D Bryant, hereby certify that I am currently a qualified elector or that at such time I may be appointed by the City Council, I will be a qualified elector.

Dated this 18th day of March, 2021.

Nancy Bryant
Signature of Applicant

Nancy Bryant
Printed Name

Cell phone: ██████████

Email: ██████████

WORK HISTORY

City Recorder, City of Toledo

2009-2017

Coordinate information for the City Council, City Manager, Department Heads and the public. Administrative support to the City Manager and City Council and in charge of overall city records management and personnel records.

Duties included; maintain and manage city records, prepare agendas & packets, attend and keep meeting minutes of city council and budget committee meetings, act as city agent for personnel benefit/liability/workers compensation insurance policies, respond to public records requests, process annual/new liquor licenses, conduct new hire orientations supervise the Assistant to the City Recorder and perform employee performance evaluations, investigate employee policy violations, provide aid to city manager and department heads in recruitment of city employees. Production and distribution of city's annual proposed budget document with data and materials provided by the Finance Director. Act as city elections officer.

Assistant to the City Recorder

2008-2009

Maintain and manage city records, prepare agendas & packets, attend and keep meeting minutes of city council and budget committee meetings. Aid to the City Recorder for all city recorder duties.

Utility Billing & Recording Clerk, City of Toledo

2007

Process and post city's utility accounts including billings, collections, balancing and updating of accounts. Receptionist duties including counter work and multi-line telephone. Distribute incoming city mail, prepare daily bank deposits, balance cash drawer, assist with business licensing, amusement licensing, and other office projects as assigned. Prepare written minutes of city council and budget committee meetings and provide support as court clerk.

Utility/Court Clerk, City of Toledo

2005-2007

Responsible for water/sewer utility billing, front counter reception of customers and visitors to city hall, enter municipal court citations into database and assist municipal judge in court arraignments.

Cell phone: [REDACTED]

Email: [REDACTED]

Co -Director/Financial Manager, Crossroads-Lincoln County Community Nonviolence Program (LCCNP) 1999-2004

Establish and maintain agency office. Duties included, purchasing office equipment and supplies, set-up and maintenance of file system both in Microsoft Excel and paper files. Create agency budget as well as other documents and reports for federal grants and other agency funding, accounts payable/receivable, act as liaison with accountant ensuring all payroll and tax documents filed on time and accurate. Maintain personnel records, hire and supervise staff/volunteers as well as complete job performance evaluations. Answer office phones set up participant intake appointments and payment plans. Maintain agency financial records using QuickBooks software. Attend in and out of state trainings pertaining to federal grant reporting as well as other domestic violence issues. Arrange travel for personnel and other community partners attending domestic violence trainings. Execute and supervise computer tracking of program participant attendance and fee payments. Acted as computer tech for agency computers/networking including software troubleshooting and training for employees/volunteers. Attend Legal Issues Committee meetings (a Committee of the Lincoln County Domestic Violence Council). Attend Crossroads-LCCNP Board of Director meetings to report agency program operation and financial status.

Daycare Provider 1994-1999

During my time at home with my young children I became a daycare provider for children whose parents were employed. I did not take this job lightly; I followed Oregon State licensing requirements and provided children with a safe, happy, and respectful place to be when they could not be with their family.

Archivist/Microfilm & Records Supervisor, Lincoln County 1982-1993

I was hired to establish the Microfilm & Records Department. Duties included collecting records in book and paper file media to place in a controlled storage facility, meeting with department heads and setting up record retrieval systems for county departments. Once the department was established my responsibilities included; operating microfilm cameras, developing and retrieval machines, preparing department budget, ordering equipment and supplies, hire and supervise assistant employees as well as complete employee performance evaluations. I worked closely with the Oregon State Archives to ensure compliance with Oregon State record retention requirements.

Cell phone: ██████████

Email: ██████████

In 1996, I organized the transition of the New Lincoln Health Care District's medical records into the possession of Lincoln County including setting up storage facility and calculating the expenses that the County would endure over the duration of the record retention period.

Through the years with Lincoln County, I was also trained to run the County Switchboard and various duplicating machines in the copy center. This included blueprint maps, binding, laminating, copy and fax machines. I worked both county related projects as well as performing copy services for the public.

I retired from my fifteen years of service to Lincoln County in 1993 to be home with my small children.

Customer Service, Lincoln County Title and Escrow Company **1981**

I worked for Lincoln County Title and Escrow Co. for eleven months, from February to December of 1981. My duties in customer service included working with clients as well as assisting the Title Examiners in researching county records. This included researching records in the county courthouse as well as in the office using all available record media, i.e., microfilm, computers and original paper records. My duties also included preparing client billings and customer service packets. My position was eliminated because of company cutbacks.

Deputy Clerk, Lincoln County Clerk's Office **1977-1981**

I began my employment with Lincoln County in a part-time status while attending High School. After graduation from High School I became a full-time employee. My duties as Deputy Clerk Typist II included assisting the public in researching and filing of records, receipt and indexing of record recordings and court documents as well as answering phones and creating certified copies of records.

EDUCATION

- High School Diploma, Toledo, Oregon
- 1988-1989, Oregon Coast Community College-Oregon Real Estate Practice & Finance Law

Cell phone: [REDACTED]

Email: [REDACTED]

- 1990, Oregon Coast Community College- Records Management
- 2000-2001, Microsoft Office 2000 cd training course-Learn Key

TRAINING

- 2009-2018, multiple conference trainings provided by Oregon Association of Municipal Recorders regarding municipal rules, regulations and processes.
- 2009-2018, multiple conference and online trainings provided by City County Insurance Services regarding human resources, workplace safety, agency liability, government ethics, new hire orientation, Oregon employment/labor law, employee supervision, and employee evaluations.
- 2009-2018, multiple trainings provided by SAIF regarding workers compensation, workplace safety and agency liability.
- 2009-2018, Various webinars including; HR Reasonable Suspicion.
- 2010, Drug and Alcohol Supervisor Training-The Corvallis Clinic, PC
- 2010, Public Records Management and Retention-League of Oregon Cities
- 2014, Force Response Civil Liability Prevention, Cutting Edge Training Company.
- 2014, Oregon Budget Law-Oregon Department of Revenue.
- 2015, Grant Writing Basics-League of Oregon Cities.

LICENSES

- 1989-1997- Oregon Real Estate
- 1995-2000- State of Oregon, Licensed Daycare Provider
- 1975 to date- ODL, Class C

COMPUTER SKILLS

- Windows 10 OS, Microsoft Word, Excel, QuickBooks, Quicken, Outlook, and web browsing
- Keyboard typing, approximately 50 wpm

VOLUNTEER SERVICES

- 1984-1992, Board of Director-Lincoln County Historical Society
- 1990-1992, Board of Director-Toledo Cemetery Association
- 1992-2010, Classroom/field trips volunteer- Lincoln County School District

Cell phone: ██████████

Email: ██████████

- 2004-2006, Board of Director-My Sister's Place

REFERENCES

Joanne Kittel-Past Board of Director for Crossroads LCCNP

541-961-8374

Jnkittel@peak.org

Ursula Marinelli- Past Co-Director for Crossroads LCCNP

umarinelli@samhealth.org

Pete Wall-Past Toledo City Manager

540 Leo Street

Mt. Angel, OR 97362

503-559-9454

Goducks_98@yahoo.com

Jay Baughman-Past Toledo City Manager

801-368-5792

Polly Chavarria- Past Supervisor/co-worker at City of Toledo

541-272-9339

chavs@charter.net

Michelle Amberg-Past Toledo City Manager

541-270-1962

Cell phone: ██████████

Email: ██████████

Joanne Kittel
PO Box 700 / 1356 Hwy. 101 S.
Yachats, Oregon 97498
(541) 961-874
jnkittel@peak.org

March 23, 2018

To Whom It May Concern:

Re: Letter of Reference for Nancy Bryant:

Nancy Bryant was employed as Administrator of Crossroads: Lincoln County Community Nonviolence Center 501(c)(3) from December, 1999 thru December, 2004. I was Chair of the Board of Directors at that time, and part of the team that hired and supervised her.

Nancy was an exceptional addition to the team. Her many competencies included excellent organizational and accounting skills. The entire team, board members and I were in awe of her ability to multi-task and deal with the day-to-day challenges of juggling payroll, client fees, billing, financials from multiple grant requirements, IRS deadlines like 990's etc., fundraising coordination, and other administrative tasks, as well as dealing decisively with the unpredictable things that would happen such as a maintenance problems and hostile clients. Her writing skills were another high asset.

Nancy was always a team member. Her communication skills were top notch and she was a problem-solver. If Nancy had an issue, she dealt with those involved with clarity and a purpose to resolve. She demonstrated the utmost respect toward her staff and clients. Her passion and positive attitude toward the work were consistent.

I have not worked with Nancy for more than 10 years, but no doubt, I know, given her integrity and high work ethic, she has only gotten better. If I have the opportunity to work with Nancy again, I will do it in a heartbeat. You will be lucky to have her on your team.

If you have any questions, please do not hesitate to contact me.

Sincerely,


Joanne Kittel

**Toledo City Council
Volunteer Application**

Thank you for your interest in serving on the City Council! Fill out the application, including the statement of reasons as to why you are interested in the position and attach a resume. Submit the completed packet to the City Recorder at City Hall.

CANDIDATE INFORMATION

Name:

Physical Address:

Mailing Address
(if different):

Phone: ☐ Home ☒ Cell

E-mail Address:

GENERAL BACKGROUND

Qualifications:

I have been a resident of the City of Toledo since July of 2007. I own a home here and am raising a family here. I have been a Tax Accountant for over 24 years. As such I run a very busy accounting firm, specializing in personal relationships with our clients to serve them better. I am able to work with clients through issues and possess the ability to listen and consider opinions that I may not agree with, respecting that others opinions and concerns are every bit as valid as my own.

Experience:

I have been active in my community for several years now. My work as a tax accountant has had me wear many different hats. I work with the public, federal and state agencies, insurance agencies, brokerage firms and financial institutions to fully provide the services my clients require. I have also had experience politically, testifying before committees regarding various bills before the Oregon Legislature, both in person, by zoom and with written testimony. Learning through the process how to be more attentive to detail and asking questions

GENERAL BACKGROUND

Community
Involvement:

Toledo Food Share, 2016-2019

Toledo Budget Committee, 2019- Current

South Beach Church, Thanksgiving Community Meal 2016- 2019 (Covid has put this on hold)

Celebrate Recovery-- South Beach Church 2018- 2020 (shut down by Covid, will resume again
volunteering after May 17th.)

Tidy Toledo Event, Community Cleanup preceeding Summer Fest, 2019

STATEMENT OF REASONS

Please include a statement of reasons why you desire to be considered for appointment to fill the vacancy.

I desire to better serve my community. I believe that Toledo is a wonderful place to live and I want to give back. I realize that this will take quite a bit of my free time, but our community is so worth it. Our City Councilors are a part of making Toledo a better place to live. I want to be able to listen to the needs of our fellow citizens and with my fellow city councilors, consider their wishes while balancing the increasing needs of our community. We have infrastructure that the city is working diligently to upgrade, we have many projects that are still being accomplished despite Covid. I am proud of what Toledo has accomplished and I desire to be a part of it continuing forward in a positive, constructive manner.

Honestly, I paused before completing this application. I carefully considered whether or not I could commit to the time necessary to do the job fully. I feel confident that I am able to do just that.


Signature


Date

OFFICE USE ONLY

Date received: 3/24/2021

Initials: LF



**CITY OF TOLEDO
QUALIFIED ELECTOR/RESIDENCY
CERTIFICATION**

I, Tracy Lynn Mix, hereby certify that I am currently a qualified elector or that at such time I may be appointed by the City Council, I will be a qualified elector.

Dated this 23 day of March, 2021.

Tracy Mix
Signature of Applicant

Tracy Mix
Printed Name

TRACY LYNN MIX

██████████ TOLEDO, OREGON 97391 ██████████

Tax Professional with 24 years experience working directly with the public. Strong written and personal communication skills. Extensive experience working with government agencies resolving tax issues for clients.

Professional Experience

Chuck's Saw Shop January 1990- January 1998

Sales and Repairs. My duties included sales of products to customers, ordering and stocking merchandise and parts. Inventory management. Cleaning the shop. Repair of small engines such as chain saws, lawn mowers and motorcycles. Sharpening of saw chains and lawnmower blades. Minor welding jobs. Daily, weekly, monthly and annual accounting work. This was a small family owned business. My father started it and I bought into the business in 1990, selling my partnership interest in 1998 after pursuing a career in Tax.

Paul L. Schibig CPA January 1997 to Present

Tax Preparation. My duties include direct communication with clients to gather information, organize it and use it to prepare accounting documents, tax returns, payroll reports, SAIF Audits, and whatever else comes up. I also respond to any and all notices from Federal and State agencies to resolve any issues that arise. I schedule appointments, answer phones, take care of all the banking, software purchases and updates, learning and implementation of new tax code, I am responsible for both Accounts Payable and Accounts Receivable. I am responsible to ensure that all jobs are completed before deadlines, and often accommodate clients individual needs, as well as internal review, the client review process, electronic filing and extension of any and all tax returns we prepare in our office.

Education

Newport High School, class of 1993.

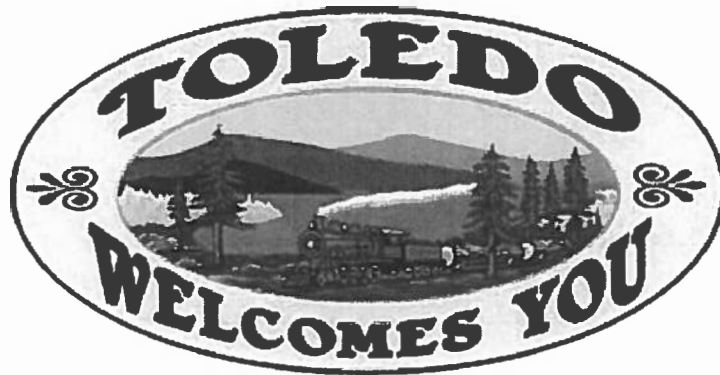
Apprenticeship with Paul L. Schibig CPA. 1997- present (never done learning).

Skills

Strong Communication Skills, Time management, Conflict Resolution, and the ability to flexibly manage duties. I am a people person, I love to talk to and to listen to people and help them to resolve problems they are having and address concerns.

**Toledo City Council
Interview Questions**

1. The City Council meets on the first and third Wednesday of each month at 7:00 p.m. in regular session and hold a work session meeting on the intervening Tuesday of each month at 6:15 pm. Meetings typically last two to three hours. In addition, councilors serve on special council or intergovernmental committees as needed. Is there any reason that this commitment will conflict with your personal schedule?
2. What is your motivation for wanting to serve on the City Council?
3. Please describe your experience in community and/or volunteer service including groups or organizations that you have been involved in within the City of Toledo.
 - a. How have those experiences prepared you for serving as a City Councilor?
4. What do you believe are the City of Toledo's strengths and weaknesses?
5. What will be your main priorities if appointed to the Toledo City Council?
6. Sometimes City Councilors have to make decisions that are unpopular to some members of the community. How would you respond to criticism from citizens for a decision made or supported that they did not like?
7. After reviewing the City Charter and Council Rules documents, what provisions stand out to you and why?
8. According to the City Charter, the role of a City Councilor is to serve as a link between the community and city government. How will you fill this role?
9. From time to time you will get complaints or ideas from citizens. How do you think these should be handled?
10. Does the applicant have any questions?



CITY OF TOLEDO, OREGON

Volunteer Application City Board, Committee or Commission

POSITION APPLIED FOR

The City of Toledo is an Equal Opportunity Employer
and does not discriminate

Return to:

Toledo City Hall
206 N. Main Street, P.O. Box 220 - Toledo, Oregon 97391
Phone (541) 336-2247 - Fax: (541) 336-3512
Hours: 8am to 5pm, Monday - Thursday
Website: www.cityoftoledo.org
email: administration@cityoftoledo.org

Received by:

JmR

Date:

4/21/2021

CITY OF TOLEDO
City Board, Committee or Commission
APPLICATION FOR VOLUNTEERS

Position Applied for: Budget Committee

Date: 4-15-2021

Bruster Barry James
Last Name First Name Middle Name

[REDACTED]
Address

Toledo Oregon 97391
City State Zip

[REDACTED] [REDACTED]
Phone # Email

Have you worked for or previously been a volunteer for the City of Toledo?

☐ Yes

☒ No

If yes, what position and when?

Volunteer/ Committee Experience

GENERAL BACKGROUND:

QUALIFICATIONS: _____

See Attached

EXPERIENCE: _____

COMMENTS OF INTEREST:

WHY SEEKING POSITION: _____

I am interested in helping Toledo become a proactive place where businesses can thrive and meet the needs of its people.

COMMUNITY INVOLVEMENT: _____

CERTIFICATION:

By signing below I certify that I meet the resident eligibility requirements to serve on

the _____

Budget Committee

Insert name of committee, board or commission

Signed _____

Barry Bruster

Date: _____

4-15-2021

Barrett James Bruster

[REDACTED]
[REDACTED]
Toledo, Or 97391
[REDACTED]
[REDACTED]

GENERAL BACKGROUND:

I have lived in the city of Toledo for almost 12 years. Prior to that I lived in Newport for an additional 12 years. In my time in Lincoln County I have strived to build partnerships and relationships.

I was a volunteer Fire fighter for Newport Fire Department for 8 years. I owned a construction company at the time.

I was a Patrol Deputy with Lincoln County for 15 years and retired in January 2020. Law enforcement has given me a unique insight into mediation and disputes. I've observed landlord tenant disputes, domestic disputes, civil disputes, and neighbor disputes. I was trained by the FBI to be a hostage negotiator and learned the benefit of listening and not being judgmental. It is important to be fair and reasonable in the enforcement of law. As the crime prevention coordinator for the sheriff office I supported and made presentations to many neighborhood watch groups in the county. I was the chief deputy in the Lincoln County Sheriffs Office Reserve Deputy program.

As a landlord and owner of commercial and residential property in Toledo I am aware of the concerns property owners have. I have the responsibility of providing housing to 13 families.

As a business owner in Toledo I am aware of the frustration businesses experience in a small community.

I am a board member with the Confederated tribes of Siletz CEDARR. CEDARR started in 2004 as a Meth task force, Community Effort Demonstrating the Ability to Rebuild and Restore, sponsored community gatherings providing information about the manufacture, distribution, and use of Meth. Subsequently CEDARR evolved into a coalition of tribal departments with a strong focus on wellness, prevention and youth. We sponsor semi-annual community gatherings, school prevention activities, and ongoing information dissemination at the monthly meetings.

I have been a member of PADDA for over ten years and currently serve as the chair. Serving Lincoln County Since 1994 the Partnership Against Alcohol Drug Abuse is a grassroots community coalition working to empower youth and adults to make healthy decisions and to reduce the use or abuse of alcohol, tobacco and other drugs.

I am a founding board member and chair of the Lincoln County Safe Families For Children in 2019. Founded in 2003, Safe Families for Children surrounds families in crisis with caring, compassionate community. We are a volunteer-driven nonprofit that provides hope and support to families in our local communities. Our vision is to create a world where children are safe and families transformed through radically compassionate communities. Our mission is to host vulnerable children and create extended family-like supports for desperate families through a community of devoted volunteers who are motivated by compassion to keep children safe and families intact.

I operated a self supported youth club for four years at The Ark in Newport.

I was a School Resource Deputy with the Sheriff's office in the Toledo and Waldport Schools.

I was one of the founding members of Under Age Drinking Enforcement in Lincoln County.

I have conducted criminal investigations and restorative justice programs in the Toledo public schools, Siletz and Eddyville Charter Schools. I have formed friendships and bonds with school staff and students. I have received training in restorative justice and been involved both juvenile referrals and restorative circles at the Charter Schools.

JOB EXPERIENCE

Director , The Ark Ministries; Newport, Or — 1994- 1998
Youth Club 4 years

Owner, Omniprise Construction; Newport, Or — 1986-2003
General contractor

Volunteer/paid staff, Newport Fire Department; Newport, Or — 1995–2003
Newport Fire 7 years volunteer 1 year paid Lieutenant, paid relief engineer, Volunteer treasurer/president

Patrol Deputy, Lincoln County Sheriff's Office; Newport, Or — 2003–2020
Lincoln County Sheriff's office

Owner, Bruster Enterprise LLC; Toledo, Or — 2020–now

Bruster Enterprise LLC owns and manages residential rental property, Table Top Game Cafe, K-4th grade Tutoring, Art studio, and retail space in Toledo, Oregon

Executive Director of Lincoln Community Dispute Resolution. 2021-now

LCDR is a non-profit organization that offer mediation services to the public. We also provided services to the Lincoln County Courts for Eviction and Small Claims mediation.

EDUCATION

I was home schooled from 1st grade until I passed the GED exam. I attended Spokane Falls Community College and Whitworth College in Spokane, Wa. I left school and joined the workforce to help support my family prior to getting a degree.

PERSONAL INFORMATION

My wife and I met in 2010 and subsequently we had two boys, Benjamin almost age 4 and William almost age 2. My wife Ginger has her masters in early education and taught for 9 years at Mid-Coast Christian school. With the birth of Benjamin she has been a homemaker and recently began her own tutoring business in Toledo. She is a Warfield and was raised in Toledo, her family owns Warfield Logging. In January 2020 I retired from the Lincoln County Sheriff's Office to manage Bruster Enterprise LLC.

General Fund Consolidated

3rd Quarter Financial Report

Period 07 - 09
Fiscal Year 2021

GENERAL FUND REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	000	400100	Beginning Fund Balance	\$ (1,768,846)	\$ (1,958,723)	\$ -	\$ (1,958,723)	111%
001	000	400200	Current Taxes	\$ (1,900,000)	\$ (1,956,921)	\$ (44,488)	\$ (2,044,126)	108%
001	000	400300	Delinquent Taxes	\$ (49,000)	\$ (34,436)	\$ (3,033)	\$ (44,534)	91%
001	000	400400	Interest	\$ (30,000)	\$ (9,070)	\$ (1,111)	\$ (12,768)	43%
001	000	401300	Natural Gas Franchise	\$ (21,000)	\$ (9,312)	\$ -	\$ (15,699)	75%
001	000	401400	Telephone Franchise	\$ (2,750)	\$ -	\$ -	\$ (2,727)	99%
001	000	401450	Telecommunications Franchise	\$ (3,500)	\$ (2,289)	\$ -	\$ (3,047)	87%
001	000	401500	Television Franchise	\$ (22,000)	\$ (11,478)	\$ -	\$ (17,461)	79%
001	000	401600	Garbage Franchise	\$ (50,000)	\$ (44,328)	\$ -	\$ (66,810)	134%
001	000	401700	Electric Franchise	\$ (850,000)	\$ (414,437)	\$ (72,197)	\$ (645,698)	76%
001	000	401750	Street Light Utility Fees	\$ (38,000)	\$ (19,370)	\$ (3,192)	\$ (28,981)	76%
001	000	401900	Beverage License	\$ (25)	\$ (125)	\$ -	\$ (125)	500%
001	000	402000	Business License	\$ (18,000)	\$ (17,229)	\$ (50)	\$ (17,792)	99%
001	000	402100	Building Permits	\$ (500)	\$ (1,018)	\$ -	\$ (1,018)	204%
001	000	402200	State Liquor Fees	\$ (60,000)	\$ (39,360)	\$ (9,690)	\$ (57,613)	96%
001	000	402300	Cigarette Tax	\$ (4,000)	\$ (1,992)	\$ (240)	\$ (2,658)	66%
001	000	402350	Marijuana Tax	\$ (12,000)	\$ (5,380)	\$ (1,395)	\$ (12,003)	100%
001	000	402500	State Revenue Sharing	\$ (43,000)	\$ (27,788)	\$ -	\$ (44,559)	104%
001	000	402700	Refunds & Misc	\$ (77,000)	\$ (105,189)	\$ (2,248)	\$ (118,479)	154%
001	000	402710	Lien Searches	\$ (1,500)	\$ (780)	\$ (220)	\$ (1,480)	99%
001	000	402735	Public Records Request	\$ (200)	\$ (50)	\$ -	\$ (120)	60%
001	000	402740	Notary Fee	\$ (500)	\$ (170)	\$ -	\$ (280)	56%
001	000	402750	Land Use Fees	\$ (400)	\$ (1,175)	\$ (1,600)	\$ (2,850)	713%
001	000	402800	Toledo Rural Fire Protect	\$ (180,000)	\$ -	\$ (62,995)	\$ (125,990)	70%
001	000	402825	Fire Protection Services	\$ (10,000)	\$ -	\$ -	\$ (6,741)	67%
001	000	403000	Municipal Court Fines	\$ (65,000)	\$ (27,952)	\$ (10,307)	\$ (64,256)	99%
001	000	403050	Towing Fees	\$ (3,000)	\$ (2,700)	\$ (800)	\$ (4,000)	133%
001	000	403100	Library Receipts	\$ (1,500)	\$ (82)	\$ (17)	\$ (125)	8%
001	000	403140	Library Service District	\$ (70,000)	\$ (39,593)	\$ (6,599)	\$ (59,390)	85%
001	000	405250	Grants	\$ (10,000)	\$ (9,476)	\$ (65)	\$ (11,303)	113%
001	000	405380	Rents and Leases	\$ (12,000)	\$ (9,300)	\$ (1,350)	\$ (13,750)	115%
Revenue Total				\$ 5,303,721	\$ 4,749,724	\$ 221,596	\$ 5,385,105	102%

GENERAL FUND EXPENSE

001	650	620520	Systems	\$ 25,000	\$ -	\$ -	\$ -	0%
001	650		CAPITAL OUTLAY	\$ 25,000	\$ -	\$ -	\$ -	0%

001	700	631600	Trans to General Reserve	\$	176,000	\$	-	\$	-	\$	176,000	100%
001	700	631960	Trans to Bldg & Property Res	\$	82,500	\$	-	\$	-	\$	82,500	100%
001	100	631970	Transfer to CC Strat Reserve	\$	40,000	\$	-	\$	-	\$	-	0%
001	100		TRANSFERS	\$	298,500	\$	-	\$	-	\$	258,500	87%
001	900	640100	Contingency	\$	300,000	\$	-	\$	-	\$	-	0%
001	900		CONTINGENCY	\$	300,000	\$	-	\$	-	\$	-	0%
001	100	500010	City Manager	\$	101,160	\$	48,833	\$	8,139	\$	73,250	72%
001	400	500012	Police Chief	\$	87,404	\$	44,174	\$	7,359	\$	66,251	76%
001	500	500014	Fire Chief	\$	75,000	\$	33,953	\$	7,334	\$	55,955	75%
001	650	500016	Public Works Director	\$	7,765	\$	2,018	\$	673	\$	4,037	52%
001	100	500020	Accounting Supervisor	\$	44,292	\$	21,794	\$	3,703	\$	32,904	74%
001	400	500022	Police Sergeant	\$	82,603	\$	37,716	\$	7,956	\$	58,538	71%
001	900	500024	Information Systems Admin	\$	32,000	\$	16,187	\$	2,698	\$	24,280	76%
001	650	500026	Public Works Op Supervisor	\$	6,374	\$	1,902	\$	476	\$	3,329	52%
001	100	500028	City Recorder	\$	60,750	\$	32,515	\$	5,224	\$	48,188	79%
001	650	500030	Lead/Senior Facility Operator	\$	6,493	\$	3,199	\$	533	\$	4,798	74%
001	500	500032	Asst Fire Chief	\$	63,826	\$	29,258	\$	5,141	\$	44,681	70%
001	500	500034	Line Staff	\$	107,606	\$	46,049	\$	8,554	\$	71,711	67%
001	400	500036	Police Officer	\$	285,504	\$	137,470	\$	20,428	\$	196,665	69%
001	400	500040	Head Dispatcher	\$	63,982	\$	33,147	\$	5,332	\$	49,143	77%
001	700	500042	Library Director	\$	80,000	\$	40,290	\$	6,715	\$	60,435	76%
001	800	500053	Accounting Clerk 3	\$	37,774	\$	17,774	\$	2,962	\$	26,662	71%
001	400	500056	Dispatcher	\$	244,044	\$	119,523	\$	20,561	\$	181,188	74%
001	650	500057	Muni/Grounds Maint Worker	\$	42,623	\$	21,119	\$	3,493	\$	31,598	74%
001	700	500064	Library Assistant Director	\$	52,380	\$	25,620	\$	4,325	\$	38,595	74%
001	650	500067	PT Muni/Grounds Maint Worker	\$	21,100	\$	12,130	\$	1,965	\$	18,025	85%
001	650	500068	Custodian	\$	25,300	\$	14,138	\$	2,520	\$	21,038	83%
001	700	500072	Library Tech Services Op	\$	40,000	\$	18,844	\$	2,685	\$	27,644	69%
001	700	500076	Library Clerk	\$	15,000	\$	6,450	\$	1,270	\$	10,059	67%
001	100	500082	City Planner	\$	87,856	\$	-	\$	-	\$	-	0%
001	100	500084	Assistant Planner	\$	24,283	\$	9,744	\$	1,722	\$	14,390	59%
001	500	500088	Wildland Firefighter	\$	5,000	\$	-	\$	-	\$	2,404	48%
001	500	501400	Call Time	\$	8,000	\$	5,562	\$	947	\$	8,309	104%
001	800	501500	Overtime	\$	134,000	\$	70,135	\$	11,332	\$	111,349	83%
001	500	501501	Overtime Wildland Firefighters	\$	2,500	\$	-	\$	-	\$	116	5%
001	400	501600	Grant Overtime	\$	10,000	\$	7,551	\$	-	\$	7,779	78%
001	900	504700	Social Security	\$	136,152	\$	65,644	\$	10,979	\$	98,892	73%
001	900	504800	Health Insurance	\$	582,434	\$	216,936	\$	36,891	\$	327,509	56%
001	500	504850	Personal Holiday	\$	33,624	\$	17,977	\$	2,277	\$	24,809	74%
001	900	504900	Workers' Comp	\$	45,403	\$	38,714	\$	50	\$	40,101	88%
001	900	505000	Retirement	\$	265,031	\$	128,408	\$	22,171	\$	194,645	73%
001	100	505100	Auto Allowance	\$	3,600	\$	1,800	\$	300	\$	2,700	75%
001	900	604000	Unemployment	\$	20,000	\$	-	\$	-	\$	-	0%
001	900		PERSONNEL SERVICES	\$	2,940,863	\$	1,326,575	\$	216,715	\$	1,981,977	67%

001	800	600100	Office Supplies	\$	18,050	\$	6,785	\$	1,745	\$	10,380	58%
001	900	600150	Data Processing Support	\$	12,500	\$	7,126	\$	20	\$	7,186	57%
001	700	600210	Electricity	\$	41,500	\$	12,860	\$	2,991	\$	21,982	53%
001	700	600220	Communication Services	\$	59,200	\$	10,405	\$	7,917	\$	22,531	38%
001	100	600230	Advertising & Notices	\$	1,500	\$	3,332	\$	698	\$	4,030	269%
001	500	600240	Natural Gas	\$	5,470	\$	916	\$	656	\$	2,929	54%
001	700	600300	Equipment Maint & Repair	\$	23,950	\$	9,836	\$	4,639	\$	16,929	71%
001	650	600350	Vehicle Maint & Repair	\$	41,700	\$	29,772	\$	829	\$	38,549	92%
001	650	600400	Facility Needs	\$	25,000	\$	11,047	\$	1,185	\$	23,791	95%
001	800	600600	Travel & Training	\$	40,990	\$	9,028	\$	4,379	\$	15,808	39%
001	900	600700	Membership & Subscription	\$	18,215	\$	10,347	\$	1,583	\$	13,728	75%
001	650	601500	Gas, Oil & Tires	\$	36,250	\$	15,731	\$	2,302	\$	25,939	72%
001	900	601700	Insurance	\$	85,000	\$	94,590	\$	-	\$	94,590	111%
001	700	603000	Network Services	\$	8,200	\$	5,957	\$	-	\$	5,957	73%
001	700	603500	Books & Materials	\$	27,000	\$	13,702	\$	1,415	\$	17,263	64%
001	900	603600	Safety Committee	\$	5,000	\$	243	\$	-	\$	263	5%
001	900	603700	City Council	\$	6,000	\$	1,138	\$	-	\$	3,338	56%
001	900	603800	Planning Commission	\$	1,500	\$	286	\$	-	\$	418	28%
001	900	603900	Economic Development	\$	10,000	\$	-	\$	-	\$	-	0%
001	900	603950	Abatement	\$	20,000	\$	300	\$	-	\$	300	2%
001	900	603975	Contributions	\$	11,400	\$	9,264	\$	-	\$	9,264	81%
001	900	604400	Street Lights	\$	140,000	\$	56,878	\$	11,376	\$	91,005	65%
001	700	606500	Youth Program Support	\$	4,300	\$	384	\$	-	\$	801	19%
001	700	606550	Adult Program Support	\$	500	\$	96	\$	-	\$	346	69%
001	400	607000	Abatement Program	\$	39,984	\$	15,590	\$	2,968	\$	24,819	62%
001	700	607500	Special Purchases	\$	55,500	\$	6,095	\$	12,530	\$	23,357	42%
001	900	608000	Supplies	\$	66,500	\$	22,887	\$	3,088	\$	33,187	50%
001	650	608050	Janitorial Supplies	\$	6,000	\$	2,022	\$	355	\$	2,802	47%
001	900	608100	Contract & Other Services	\$	263,000	\$	90,337	\$	28,657	\$	139,455	53%
001	900	608125	Audit Services	\$	10,000	\$	11,250	\$	(3,750)	\$	10,000	100%
001	500	608150	Volunteer Program	\$	45,000	\$	22,500	\$	3,750	\$	33,750	75%
001	500		MATERIALS & SERVICES	\$	1,129,209	\$	480,705	\$	89,332	\$	694,698	62%
001	900	801000	Unappropriated Surplus	\$	610,149	\$	-	\$	-	\$	-	0%
001	900		UNAPPROPRIATED	\$	610,149	\$	-	\$	-	\$	-	0%
Expense Total				\$	5,303,721	\$	1,807,280	\$	306,047	\$	2,935,176	55%
NET					\$	2,942,443	\$	(84,451)	\$	2,708,429		

Administration Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	100	631970	Transfer to CC Strat Reserve	\$ 40,000	\$ -	\$ -	\$ -	0%
001	100		TRANSFERS	\$ 40,000	\$ -	\$ -	\$ -	0%
001	100	500010	City Manager	\$ 101,160	\$ 48,833	\$ 8,139	\$ 73,250	72%
001	100	500020	Accounting Supervisor	\$ 44,292	\$ 21,794	\$ 3,703	\$ 32,904	74%
001	100	500022	Human Resources Specialist	\$ 4,308	\$ -	\$ -	\$ -	0%
001	100	500028	City Recorder	\$ 60,750	\$ 32,515	\$ 5,224	\$ 48,188	79%
001	100	500053	Accounting Clerk 3	\$ 23,274	\$ 11,109	\$ 1,852	\$ 16,664	72%
001	100	500082	City Planner	\$ 87,856	\$ -	\$ -	\$ -	0%
001	100	500084	Assistant Planner	\$ 24,283	\$ 9,744	\$ 1,722	\$ 14,390	59%
001	100	501500	Overtime	\$ 2,500	\$ 149	\$ -	\$ 149	6%
001	100	504700	Social Security	\$ 31,000	\$ 9,519	\$ 1,585	\$ 14,235	46%
001	100	504800	Health Insurance	\$ 97,900	\$ 28,359	\$ 4,853	\$ 42,919	44%
001	100	504900	Workers' Comp	\$ 1,000	\$ 822	\$ 6	\$ 840	84%
001	100	505000	Retirement	\$ 40,000	\$ 16,401	\$ 2,760	\$ 24,570	61%
001	100	505100	Auto Allowance	\$ 3,600	\$ 1,800	\$ 300	\$ 2,700	75%
001	100		PERSONNEL SERVICES	\$ 521,923	\$ 181,045	\$ 30,145	\$ 270,808	52%
001	100	600100	Office Supplies	\$ 5,000	\$ 1,833	\$ 544	\$ 3,302	66%
001	100	600210	Electricity	\$ 7,000	\$ 2,176	\$ 702	\$ 4,248	61%
001	100	600220	Communication Services	\$ 2,500	\$ 902	\$ 175	\$ 1,427	57%
001	100	600230	Advertising & Notices	\$ 1,500	\$ 3,332	\$ 698	\$ 4,030	269%
001	100	600240	Natural Gas	\$ 650	\$ 127	\$ 31	\$ 264	41%
001	100	600300	Equipment Maint & Repair	\$ 750	\$ 506	\$ 44	\$ 675	90%
001	100	600600	Travel & Training	\$ 9,000	\$ 2,472	\$ 250	\$ 2,828	31%
001	100	600700	Membership & Subscription	\$ 3,000	\$ 110	\$ 991	\$ 1,368	46%
001	100	607500	Special Purchases	\$ 11,000	\$ 142	\$ -	\$ 142	1%
001	100	608000	Supplies	\$ 3,000	\$ 223	\$ -	\$ 318	11%
001	100	608100	Contract & Other Services	\$ 140,000	\$ 38,018	\$ 24,667	\$ 76,949	55%
001	100		MATERIALS & SERVICES	\$ 183,400	\$ 49,841	\$ 28,102	\$ 95,552	52%
			Expense Total	\$ 745,323	\$ 230,886	\$ 58,247	\$ 366,359	49%

Police Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	400	631600	Transfer to General Reserve	\$ 48,500	\$ -	\$ -	\$ 48,500	100%
001	400	631960	Trans to Bldg & Property Res	\$ 20,000	\$ -	\$ -	\$ 20,000	100%
001	400		TRANSFERS	\$ 68,500	\$ -	\$ -	\$ 68,500	100%
001	400	500012	Police Chief	\$ 87,404	\$ 44,174	\$ 7,359	\$ 66,251	76%
001	400	500022	Police Sergeant	\$ 78,295	\$ 37,716	\$ 7,956	\$ 58,538	75%
001	400	500036	Police Officer	\$ 285,504	\$ 137,470	\$ 20,428	\$ 196,665	69%
001	400	500040	Head Dispatcher	\$ 63,982	\$ 33,147	\$ 5,332	\$ 49,143	77%
001	400	500056	Dispatcher	\$ 244,044	\$ 119,523	\$ 20,561	\$ 181,188	74%
001	400	501500	Overtime	\$ 100,000	\$ 54,055	\$ 8,435	\$ 82,013	82%
001	400	501600	Grant Overtime	\$ 10,000	\$ 7,551	\$ -	\$ 7,779	78%
001	400	504700	Social Security	\$ 56,452	\$ 33,453	\$ 5,336	\$ 49,287	87%
001	400	504800	Health Insurance	\$ 274,028	\$ 114,198	\$ 19,045	\$ 171,332	63%
001	400	504850	Personal Holiday	\$ 29,124	\$ 16,359	\$ 1,790	\$ 21,730	75%
001	400	504900	Workers' Comp	\$ 19,703	\$ 14,096	\$ 23	\$ 14,459	73%
001	400	505000	Retirement	\$ 122,315	\$ 71,377	\$ 11,113	\$ 105,057	86%
001	400		PERSONNEL SERVICES	\$ 1,370,851	\$ 683,118	\$ 107,378	\$ 1,003,441	73%
001	400	600100	Office Supplies	\$ 5,000	\$ 1,071	\$ 605	\$ 2,052	41%
001	400	600210	Electricity	\$ 12,000	\$ 4,460	\$ 787	\$ 6,841	57%
001	400	600220	Communication Services	\$ 48,000	\$ 7,817	\$ 6,595	\$ 17,608	37%
001	400	600240	Natural Gas	\$ 700	\$ 125	\$ 23	\$ 185	26%
001	400	600300	Equipment Maint & Repair	\$ 4,000	\$ 2,825	\$ 46	\$ 3,301	83%
001	400	600350	Vehicle Maint & Repair	\$ 13,000	\$ 7,991	\$ 811	\$ 13,718	106%
001	400	600600	Travel & Training	\$ 11,600	\$ 2,022	\$ 3,475	\$ 6,300	54%
001	400	600700	Membership & Subscriptions	\$ 2,750	\$ 1,070	\$ 358	\$ 2,443	89%
001	400	601500	Gas, Oil & Tires	\$ 17,000	\$ 9,942	\$ 1,258	\$ 14,669	86%
001	400	606500	Youth Program Support	\$ 800	\$ 280	\$ -	\$ 431	54%
001	400	607000	Abatement Program	\$ 39,984	\$ 15,590	\$ 2,968	\$ 24,819	62%
001	400	607500	Special Purchases	\$ 12,000	\$ 823	\$ -	\$ 2,690	22%
001	400	608000	Supplies	\$ 13,000	\$ 5,682	\$ 801	\$ 9,017	69%
001	400	608100	Contract & Other Services	\$ 18,500	\$ 17,068	\$ 177	\$ 17,837	96%
001	400		MATERIALS & SERVICES	\$ 198,334	\$ 76,764	\$ 17,903	\$ 121,909	61%
			Expense Total	\$ 1,637,685	\$ 759,882	\$ 125,281	\$ 1,193,850	73%

Fire Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	500	631600	Transfer to General Reserve	\$ 95,000	\$ -	\$ -	\$ 95,000	100%
001	500	631960	Trans to Bldg & Property Res	\$ 15,000	\$ -	\$ -	\$ 15,000	100%
001	500		TRANSFERS	\$ 110,000	\$ -	\$ -	\$ 110,000	100%
001	500	500014	Fire Chief	\$ 75,000	\$ 33,953	\$ 7,334	\$ 55,955	75%
001	500	500032	Asst Fire Chief	\$ 63,826	\$ 29,258	\$ 5,141	\$ 44,681	70%
001	500	500034	Line Staff	\$ 107,606	\$ 46,049	\$ 8,554	\$ 71,711	67%
001	500	500088	Wildland Firefighter	\$ 5,000	\$ -	\$ -	\$ 2,404	48%
001	500	501400	Call Time	\$ 8,000	\$ 5,562	\$ 947	\$ 8,309	104%
001	500	501500	Overtime	\$ 30,000	\$ 15,931	\$ 2,897	\$ 29,111	97%
001	500	501501	Overtime Wildland Firefighters	\$ 2,500	\$ -	\$ -	\$ 116	5%
001	500	504700	Social Security	\$ 24,000	\$ 9,942	\$ 1,908	\$ 16,195	67%
001	500	504800	Health Insurance	\$ 104,006	\$ 31,858	\$ 5,620	\$ 48,633	47%
001	500	504850	Personal Holiday	\$ 4,500	\$ 1,618	\$ 487	\$ 3,079	68%
001	500	504900	Workers' Comp	\$ 20,000	\$ 22,235	\$ 8	\$ 22,262	111%
001	500	505000	Retirement	\$ 51,700	\$ 17,933	\$ 4,446	\$ 30,783	60%
001	500		PERSONNEL SERVICES	\$ 496,138	\$ 214,340	\$ 37,342	\$ 333,239	67%
001	500	600100	Office Supplies	\$ 1,800	\$ 1,784	\$ 127	\$ 1,967	109%
001	500	600210	Electricity	\$ 8,000	\$ 2,860	\$ 644	\$ 4,796	60%
001	500	600220	Communication Services	\$ 2,825	\$ 720	\$ 953	\$ 1,950	69%
001	500	600240	Natural Gas	\$ 4,120	\$ 664	\$ 602	\$ 2,480	60%
001	500	600300	Equipment Maint & Repair	\$ 10,000	\$ 4,831	\$ 4,510	\$ 11,241	112%
001	500	600350	Vehicle Maint & Repair	\$ 26,700	\$ 21,344	\$ -	\$ 24,359	91%
001	500	600600	Travel & Training	\$ 13,500	\$ 4,366	\$ 605	\$ 6,412	48%
001	500	600700	Membership & Subscription	\$ 1,200	\$ 150	\$ -	\$ 150	13%
001	500	601500	Gas, Oil & Tires	\$ 16,000	\$ 3,202	\$ 546	\$ 7,447	47%
001	500	607500	Special Purchases	\$ 15,500	\$ 4,831	\$ -	\$ 7,696	50%
001	500	608000	Supplies	\$ 32,000	\$ 11,408	\$ 1,674	\$ 16,601	52%
001	500	608100	Contract & Other Services	\$ 16,000	\$ 1,851	\$ 308	\$ 3,724	23%
001	500	608150	Volunteer Program	\$ 45,000	\$ 22,500	\$ 3,750	\$ 33,750	75%
001	500		MATERIALS & SERVICES	\$ 192,645	\$ 80,510	\$ 13,720	\$ 122,573	64%
			Expense Total	\$ 798,783	\$ 294,850	\$ 51,062	\$ 565,811	71%

Property Maintenance

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	650	620520	Systems	\$ 25,000	\$ -	\$ -	\$ -	0%
001	650		CAPITAL OUTLAY	\$ 25,000	\$ -	\$ -	\$ -	0%
001	650	631600	Transfer to General Reserve	\$ 22,500	\$ -	\$ -	\$ 22,500	100%
001	650	631960	Trans to Bldg & Property Res	\$ 22,500	\$ -	\$ -	\$ 22,500	100%
001	650		TRANSFERS	\$ 45,000	\$ -	\$ -	\$ 45,000	100%
001	650	500016	Public Works Director	\$ 7,765	\$ 2,018	\$ 673	\$ 4,037	52%
001	650	500026	Public Works Op Supervisor	\$ 6,374	\$ 1,902	\$ 476	\$ 3,329	52%
001	650	500030	Lead/Senior Facility Operator	\$ 6,493	\$ 3,199	\$ 533	\$ 4,798	74%
001	650	500057	Muni/Grounds Maint Worker	\$ 42,623	\$ 21,119	\$ 3,493	\$ 31,598	74%
001	650	500067	PT Muni/Grounds Maint Worker	\$ 21,100	\$ 12,130	\$ 1,965	\$ 18,025	85%
001	650	500068	Custodian	\$ 25,300	\$ 14,138	\$ 2,520	\$ 21,038	83%
001	650	501500	Overtime	\$ 1,000	\$ -	\$ -	\$ 76	8%
001	650	504700	Social Security	\$ 8,500	\$ 4,065	\$ 721	\$ 6,184	73%
001	650	504800	Health Insurance	\$ 43,500	\$ 11,765	\$ 2,110	\$ 18,084	42%
001	650	504900	Worker's Comp	\$ 3,900	\$ 1,326	\$ 5	\$ 2,134	55%
001	650	505000	Retirement	\$ 16,000	\$ 7,049	\$ 1,250	\$ 10,726	67%
001	650		PERSONNEL SERVICES	\$ 182,555	\$ 78,712	\$ 13,746	\$ 120,028	66%
001	650	600100	Office Supplies	\$ 650	\$ 46	\$ 10	\$ 74	11%
001	650	600210	Electricity	\$ 4,000	\$ 711	\$ 164	\$ 1,210	30%
001	650	600220	Communication Services	\$ 3,300	\$ 436	\$ 89	\$ 702	21%
001	650	600300	Equipment Maint & Repair	\$ 8,000	\$ 1,674	\$ 38	\$ 1,711	21%
001	650	600350	Vehicle Maint & Repair	\$ 2,000	\$ 436	\$ 18	\$ 472	24%
001	650	600400	Facility Needs	\$ 25,000	\$ 11,047	\$ 1,185	\$ 23,791	95%
001	650	600600	Travel & Training	\$ 2,000	\$ -	\$ -	\$ -	0%
001	650	600700	Memberships & Subscriptions	\$ 500	\$ -	\$ -	\$ -	0%
001	650	601500	Gas, Oil & Tires	\$ 3,250	\$ 2,587	\$ 499	\$ 3,823	118%
001	650	607500	Special Purchases	\$ 15,000	\$ 160	\$ 12,530	\$ 12,690	85%
001	650	608000	Supplies	\$ 15,000	\$ 4,455	\$ 292	\$ 5,271	35%
001	650	608050	Janitorial Supplies	\$ 6,000	\$ 2,022	\$ 355	\$ 2,802	47%
001	650	608100	Contract & Other Services	\$ 26,000	\$ 3,830	\$ 185	\$ 5,259	20%
001	650		MATERIALS & SERVICES	\$ 110,700	\$ 27,404	\$ 15,364	\$ 57,806	52%
			Expense Total	\$ 363,255	\$ 106,115	\$ 29,110	\$ 222,834	61%

Library Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	700	631600	Trans to General Reserve	\$ 10,000	\$ -	\$ -	\$ 10,000	100%
001	700	631960	Trans to Bldg & Property Res	\$ 25,000	\$ -	\$ -	\$ 25,000	100%
001	700		TRANSFERS	\$ 35,000	\$ -	\$ -	\$ 35,000	100%
001	700	500042	Library Director	\$ 80,000	\$ 40,290	\$ 6,715	\$ 60,435	76%
001	700	500064	Library Assistant Director	\$ 52,380	\$ 25,620	\$ 4,325	\$ 38,595	74%
001	700	500072	Library Tech Services Op	\$ 40,000	\$ 18,844	\$ 2,685	\$ 27,644	69%
001	700	500076	Library Clerk	\$ 15,000	\$ 6,450	\$ 1,270	\$ 10,059	67%
001	700	504700	Social Security	\$ 12,500	\$ 6,941	\$ 1,141	\$ 10,406	83%
001	700	504800	Health Insurance	\$ 53,000	\$ 26,170	\$ 4,477	\$ 39,602	75%
001	700	504900	Workers' Comp	\$ 500	\$ 204	\$ 6	\$ 221	44%
001	700	505000	Retirement	\$ 27,716	\$ 12,804	\$ 2,128	\$ 19,245	69%
001	700		PERSONNEL SERVICES	\$ 281,096	\$ 137,324	\$ 22,748	\$ 206,208	73%
001	700	600100	Office Supplies	\$ 5,000	\$ 1,870	\$ 459	\$ 2,718	54%
001	700	600150	Data Processing Support	\$ 2,500	\$ -	\$ -	\$ -	0%
001	700	600210	Electricity	\$ 10,500	\$ 2,653	\$ 694	\$ 4,887	47%
001	700	600220	Communication Services	\$ 2,575	\$ 531	\$ 104	\$ 844	33%
001	700	600300	Equipment Maint & Repair	\$ 1,200	\$ -	\$ -	\$ -	0%
001	700	600600	Travel & Training	\$ 3,090	\$ 169	\$ 49	\$ 268	9%
001	700	600700	Membership & Subscription	\$ 515	\$ -	\$ -	\$ -	0%
001	700	603000	Network Services	\$ 8,200	\$ 5,957	\$ -	\$ 5,957	73%
001	700	603500	Books & Materials	\$ 27,000	\$ 13,702	\$ 1,415	\$ 17,263	64%
001	700	606500	Youth Program Support	\$ 3,500	\$ 105	\$ -	\$ 370	11%
001	700	606550	Adult Program Support	\$ 500	\$ 96	\$ -	\$ 346	69%
001	700	607500	Special Purchases	\$ 2,000	\$ 140	\$ -	\$ 140	7%
001	700	608000	Supplies	\$ 1,500	\$ 923	\$ 262	\$ 1,522	101%
001	700	608100	Contract & Other Services	\$ 2,500	\$ 1,149	\$ 366	\$ 1,709	68%
001	700		MATERIALS & SERVICES	\$ 70,580	\$ 27,294	\$ 3,350	\$ 36,023	51%
			Expense Total	\$ 386,676	\$ 164,618	\$ 26,098	\$ 277,231	72%

Municipal Court

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	800	500053	Accounting Clerk 3	\$ 14,500	\$ 6,665	\$ 1,111	\$ 9,998	69%
001	800	501500	Overtime	\$ 500	\$ -	\$ -	\$ -	0%
001	800	504700	Social Security	\$ 1,200	\$ 499	\$ 83	\$ 749	62%
001	800	504800	Health Insurance	\$ 3,000	\$ 1,274	\$ 218	\$ 1,928	64%
001	800	504900	Workers' Comp	\$ 100	\$ 3	\$ 0	\$ 54	54%
001	800	505000	Retirement	\$ 2,800	\$ 829	\$ 138	\$ 1,244	44%
001	800		PERSONNEL SERVICES	\$ 22,100	\$ 9,271	\$ 1,551	\$ 13,973	63%
001	800	600100	Office Supplies	\$ 600	\$ 182	\$ -	\$ 267	45%
001	800	600600	Travel & Training	\$ 1,800	\$ -	\$ -	\$ -	0%
001	800	600700	Membership & Subscription	\$ 250	\$ -	\$ -	\$ -	0%
001	800	608100	Contract & Other Services	\$ 20,000	\$ 10,225	\$ 500	\$ 11,225	56%
001	800		MATERIALS & SERVICES	\$ 22,650	\$ 10,407	\$ 500	\$ 11,492	51%
			Expense Total	\$ 44,750	\$ 19,678	\$ 2,051	\$ 25,465	57%

General Services

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
001	900	640100	Contingency	\$ 300,000	\$ -	\$ -	\$ -	0%
001	900		CONTINGENCY	\$ 300,000	\$ -	\$ -	\$ -	0%
001	900	500024	Information Systems Admin	\$ 32,000	\$ 16,187	\$ 2,698	\$ 24,280	76%
001	900	504700	Social Security	\$ 2,500	\$ 1,225	\$ 204	\$ 1,838	74%
001	900	504800	Health Insurance	\$ 7,000	\$ 3,312	\$ 567	\$ 5,012	72%
001	900	504900	Workers' Comp	\$ 200	\$ 29	\$ 1	\$ 131	66%
001	900	505000	Retirement	\$ 4,500	\$ 2,014	\$ 336	\$ 3,020	67%
001	900	604000	Unemployment	\$ 20,000	\$ -	\$ -	\$ -	0%
001	900		PERSONNEL SERVICES	\$ 66,200	\$ 22,766	\$ 3,805	\$ 34,281	52%
001	900	600150	Data Processing Support	\$ 10,000	\$ 7,126	\$ 20	\$ 7,186	72%
001	900	600700	Membership & Subscription	\$ 10,000	\$ 9,017	\$ 235	\$ 9,766	98%
001	900	601700	Insurance	\$ 85,000	\$ 94,590	\$ -	\$ 94,590	111%
001	900	603600	Safety Committee	\$ 5,000	\$ 243	\$ -	\$ 263	5%
001	900	603700	City Council	\$ 6,000	\$ 1,138	\$ -	\$ 3,338	56%
001	900	603800	Planning Commission	\$ 1,500	\$ 286	\$ -	\$ 418	28%
001	900	603900	Economic Development	\$ 10,000	\$ -	\$ -	\$ -	0%
001	900	603950	Abatement	\$ 20,000	\$ 300	\$ -	\$ 300	2%
001	900	603975	Contributions	\$ 11,400	\$ 9,264	\$ -	\$ 9,264	81%
001	900	604400	Street Lights	\$ 140,000	\$ 56,878	\$ 11,376	\$ 91,005	65%
001	900	608000	Supplies	\$ 2,000	\$ 197	\$ 59	\$ 459	23%
001	900	608100	Contract & Other Services	\$ 40,000	\$ 18,196	\$ 2,454	\$ 22,753	57%
001	900	608125	Audit Services	\$ 10,000	\$ 11,250	\$ (3,750)	\$ 10,000	100%
001	900		MATERIALS & SERVICES	\$ 350,900	\$ 208,485	\$ 10,393	\$ 249,343	71%
001	900	801000	Unappropriated Surplus	\$ 610,149	\$ -	\$ -	\$ -	0%
001	900		UNAPPROPRIATED	\$ 610,149	\$ -	\$ -	\$ -	0%
			Expense Total	\$ 1,327,249	\$ 231,251	\$ 14,198	\$ 283,624	21%

Streets Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

STREETS REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
011	000	400100	Beginning Fund Balance	\$ (2,608,411)	\$ (2,634,446)	\$ -	\$ (2,634,446)	101%
011	000	400400	Interest	\$ (40,000)	\$ (11,820)	\$ (1,475)	\$ (16,716)	42%
011	000	401300	Natural Gas Franchise	\$ (16,000)	\$ (6,208)	\$ -	\$ (10,466)	65%
011	000	401400	Telephone Franchise	\$ (2,000)	\$ -	\$ -	\$ (1,818)	91%
011	000	401450	Telecommunications Franchise	\$ (2,500)	\$ (1,526)	\$ -	\$ (2,032)	81%
011	000	401500	Television Franchise	\$ (12,000)	\$ (7,652)	\$ -	\$ (11,641)	97%
011	000	401600	Garbage Franchise	\$ (33,000)	\$ (29,552)	\$ -	\$ (44,540)	135%
011	000	401700	Electric Franchise	\$ (566,000)	\$ (276,291)	\$ (48,131)	\$ (430,465)	76%
011	000	402050	Truck Permits	\$ (2,300)	\$ (1,224)	\$ (8)	\$ (2,792)	121%
011	000	402400	Oregon State Highway Tax	\$ (210,000)	\$ (114,410)	\$ (19,690)	\$ (181,719)	87%
011	000	402700	Refunds & Misc	\$ (1,500)	\$ (690)	\$ (800)	\$ (2,086)	139%
011	000	402720	Public Works Inspection Fee	\$ -	\$ (150)	\$ -	\$ (200)	0%
011	000	403600	Road Maintenance Fees	\$ (100,000)	\$ (52,177)	\$ (8,684)	\$ (78,095)	78%
011	000	405250	Grants	\$ (150,000)	\$ -	\$ -	\$ (150,000)	100%
Revenue Total				\$ 3,743,711	\$ 3,136,146	\$ 78,788	\$ 3,567,015	95%

STREETS EXPENDITURES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
011	110	620500	Equipment	\$ 85,000	\$ 77,263	\$ -	\$ 77,263	91%
011	110	620520	Systems	\$ 2,283,876	\$ 469,784	\$ -	\$ 473,811	21%
011	110	620540	Road Maintenance Expenditures	\$ 215,000	\$ -	\$ 14,509	\$ 14,509	7%
011	110	CAPITAL OUTLAY		\$ 2,583,876	\$ 547,048	\$ 14,509	\$ 565,584	22%
011	110	631000	Transfer to PW Equip Reserve	\$ 35,000	\$ -	\$ -	\$ 35,000	100%
011	110	631850	Transfer to Street Reserve	\$ 390,000	\$ -	\$ -	\$ 390,000	100%
011	110	TRANSFERS		\$ 425,000	\$ -	\$ -	\$ 425,000	100%
011	110	640100	Contingency	\$ 250,000	\$ -	\$ -	\$ -	0%
011	110	CONTINGENCY		\$ 250,000	\$ -	\$ -	\$ -	0%
011	110	500010	City Manager	\$ 2,152	\$ 1,039	\$ 173	\$ 1,558	72%
011	110	500016	Public Works Director	\$ 23,294	\$ 10,389	\$ 2,018	\$ 16,444	71%
011	110	500020	Accounting Supervisor	\$ 2,215	\$ 1,090	\$ 185	\$ 1,645	74%
011	110	500022	Human Resources Specialist	\$ 2,774	\$ -	\$ -	\$ -	0%
011	110	500024	Information Systems Admin	\$ 2,885	\$ 1,387	\$ 231	\$ 2,081	72%
011	110	500026	Public Works Op Supervisor	\$ 19,132	\$ 5,707	\$ 1,427	\$ 9,988	52%

011	110	500028	City Recorder	\$	1,296	\$	692	\$	111	\$	1,025	79%
011	110	500030	Lead/Senior Facility Ops	\$	19,471	\$	9,597	\$	1,599	\$	14,395	74%
011	110	500045	Maint Worker 4B/Maint Tech	\$	24,950	\$	4,087	\$	2,231	\$	6,318	25%
011	110	500046	Maint Worker 4A/Equip Op	\$	14,969	\$	7,555	\$	1,289	\$	11,423	76%
011	110	500053	Accounting Clerk 3	\$	1,862	\$	889	\$	148	\$	1,333	72%
011	110	500057	Muni/Ground Maint Worker	\$	71,619	\$	10,565	\$	17,745	\$	39,401	55%
011	110	500082	City Planner	\$	1,869	\$	-	\$	-	\$	-	0%
011	110	500084	Assistant Planner	\$	3,947	\$	2,585	\$	457	\$	3,818	97%
011	110	501400	Call Time	\$	6,000	\$	350	\$	287	\$	910	15%
011	110	501500	Overtime	\$	2,500	\$	67	\$	-	\$	67	3%
011	110	504700	Social Security	\$	15,000	\$	4,150	\$	1,173	\$	7,294	49%
011	110	504800	Health Insurance	\$	37,000	\$	15,457	\$	4,088	\$	26,283	71%
011	110	504900	Workers' Comp	\$	10,500	\$	8,537	\$	6	\$	9,348	89%
011	110	505000	Retirement	\$	22,000	\$	8,025	\$	1,924	\$	13,174	60%
011	110		PERSONNEL SERVICES	\$	285,435	\$	92,166	\$	35,093	\$	166,506	58%
011	110	600100	Office Supplies	\$	700	\$	268	\$	10	\$	325	46%
011	110	600210	Electricity	\$	7,000	\$	1,909	\$	558	\$	3,691	53%
011	110	600220	Communication Services	\$	4,000	\$	530	\$	101	\$	831	21%
011	110	600250	Alarms	\$	2,000	\$	1,277	\$	148	\$	1,724	86%
011	110	600300	Equipment Repair	\$	15,000	\$	1,202	\$	379	\$	3,596	24%
011	110	600350	Vehicle Maint & Repair	\$	3,000	\$	1,883	\$	32	\$	1,951	65%
011	110	600400	Facility Needs	\$	200	\$	219	\$	-	\$	219	110%
011	110	600420	Systems Repair	\$	85,000	\$	2,951	\$	75	\$	7,714	9%
011	110	600600	Travel & Training	\$	1,500	\$	(697)	\$	-	\$	(697)	-46%
011	110	600700	Membership & Subscription	\$	1,000	\$	297	\$	-	\$	297	30%
011	110	601500	Gas, Oil & Tires	\$	5,500	\$	2,910	\$	499	\$	4,321	79%
011	110	601700	Insurance	\$	14,500	\$	15,581	\$	-	\$	15,581	107%
011	110	607500	Special Purchases	\$	7,000	\$	568	\$	-	\$	1,501	21%
011	110	608000	Supplies	\$	20,000	\$	7,788	\$	824	\$	11,821	59%
011	110	608100	Contract & Other Services	\$	12,000	\$	4,911	\$	946	\$	7,398	62%
011	110	608175	Street Sweeping	\$	21,000	\$	17,566	\$	(14,383)	\$	5,169	25%
011	110		MATERIALS & SERVICES	\$	199,400	\$	59,163	\$	(10,811)	\$	65,443	33%
			Expense Total	\$	3,743,711	\$	698,377	\$	38,791	\$	1,222,533	33%
			NET	\$	-	\$	2,437,769	\$	39,998	\$	2,344,482	

Water Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

WATER REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	000	400100	Beginning Fund Balance	\$ (125,987)	\$ (189,503)	\$ -	\$ (189,503)	150%
012	000	400400	Interest	\$ (9,000)	\$ (1,204)	\$ (107)	\$ (1,558)	17%
012	000	402700	Refunds & Misc	\$ (3,000)	\$ (203)	\$ (556)	\$ (1,173)	39%
012	000	402720	Public Works Inspection Fee	\$ -	\$ (150)	\$ -	\$ (200)	0%
012	000	402730	Haulable Water	\$ (1,500)	\$ (520)	\$ (75)	\$ (675)	45%
012	000	403700	Sale of Water	\$ (1,240,000)	\$ (686,177)	\$ (112,804)	\$ (1,010,653)	82%
012	000	403800	Meter Charges-Connection Fees	\$ (3,000)	\$ (10,809)	\$ -	\$ (18,587)	620%
012	000	403900	Service Fees	\$ (2,000)	\$ (1,105)	\$ (135)	\$ (1,585)	79%
012	000	403950	Delinquent Fees	\$ (7,000)	\$ (4,070)	\$ (895)	\$ (6,205)	89%
012	000	404100	Sale of Water to Seal Rock	\$ (346,000)	\$ (270,593)	\$ (43,254)	\$ (479,347)	139%
012	000	404125	H2O Program Donations	\$ (300)	\$ (425)	\$ (110)	\$ (655)	218%
012	000	404130	Fees and Adjustments	\$ (300)	\$ -	\$ -	\$ -	0%
012	000	405380	Rents & Leases	\$ (11,185)	\$ (5,592)	\$ (932)	\$ (8,388)	75%
Revenue Total				\$ 1,749,272	\$ 1,170,350	\$ 158,868	\$ 1,718,528	98%

WATER PLANT EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	120	620500	Equipment	\$ 15,000	\$ 11,500	\$ -	\$ 11,500	77%
012	120		CAPITAL OUTLAY	\$ 15,000	\$ 11,500	\$ -	\$ 11,500	77%
012	120	631000	Transfer to PW Reserve	\$ 10,000	\$ -	\$ -	\$ 10,000	100%
012	120	631800	Transfer to Water Reserve	\$ 124,700	\$ -	\$ -	\$ 124,700	100%
012	120		TRANSFERS	\$ 134,700	\$ -	\$ -	\$ 134,700	100%
012	120	500010	City Manager	\$ 1,076	\$ 519	\$ 87	\$ 779	72%
012	120	500016	Public Works Director	\$ 11,647	\$ 7,361	\$ 1,009	\$ 10,389	89%
012	120	500020	Accounting Supervisor	\$ 2,214	\$ 1,090	\$ 185	\$ 1,645	74%
012	120	500024	Information Systems Admin	\$ 2,885	\$ 1,387	\$ 231	\$ 2,081	72%
012	120	500028	City Recorder	\$ 649	\$ 346	\$ 56	\$ 513	79%
012	120	500030	Lead/Senior Facility Ops	\$ 63,527	\$ 32,308	\$ 5,177	\$ 47,839	75%
012	120	500038	Facility Ops	\$ 52,411	\$ 26,220	\$ 4,337	\$ 39,231	75%
012	120	500048	Facility Operator Trainee	\$ 23,985	\$ 9,825	\$ -	\$ 9,825	41%
012	120	500053	Accounting Clerk 3	\$ 1,862	\$ 889	\$ 148	\$ 1,333	72%
012	120	500066	Utility Billing Clerk 1	\$ 8,276	\$ 3,863	\$ 678	\$ 5,897	71%
012	120	500082	City Planner	\$ 934	\$ -	\$ -	\$ -	0%
012	120	500084	Assistant Planner	\$ 1,973	\$ 1,193	\$ 211	\$ 1,762	89%
012	120	501400	Call Time	\$ 22,000	\$ 10,590	\$ 1,710	\$ 15,537	71%

012	120	501500	Overtime	\$	10,000	\$	5,241	\$	1,111	\$	8,367	84%
012	120	504700	Social Security	\$	14,000	\$	7,583	\$	1,125	\$	10,924	78%
012	120	504800	Health Insurance	\$	19,000	\$	10,942	\$	1,535	\$	15,578	82%
012	120	504900	Workers' Comp	\$	5,000	\$	5,703	\$	5	\$	5,717	114%
012	120	505000	Retirement	\$	24,000	\$	12,276	\$	1,878	\$	17,847	74%
012	120		PERSONNEL SERVICES	\$	265,439	\$	137,335	\$	19,482	\$	195,265	74%
012	120	600100	Office Supplies	\$	1,200	\$	110	\$	125	\$	253	21%
012	120	600150	Data Processing Support	\$	2,500	\$	1,562	\$	415	\$	2,792	112%
012	120	600210	Electricity	\$	67,000	\$	22,477	\$	5,363	\$	39,384	59%
012	120	600220	Communication Services	\$	8,000	\$	2,945	\$	611	\$	4,755	59%
012	120	600250	Alarms	\$	2,000	\$	761	\$	144	\$	1,199	60%
012	120	600300	Equipment Maint & Repair	\$	10,000	\$	192	\$	1,518	\$	3,448	34%
012	120	600350	Vehicle Maint & Repair	\$	1,500	\$	-	\$	-	\$	-	0%
012	120	600400	Facility Needs	\$	20,000	\$	5,317	\$	10,864	\$	16,184	81%
012	120	600420	Systems Repair	\$	10,000	\$	147	\$	-	\$	357	4%
012	120	600600	Travel & Training	\$	3,050	\$	663	\$	66	\$	664	22%
012	120	600700	Membership & Subscription	\$	1,525	\$	544	\$	-	\$	921	60%
012	120	601500	Gas, Oil & Tires	\$	2,500	\$	841	\$	192	\$	1,328	53%
012	120	601700	Insurance	\$	28,000	\$	30,087	\$	-	\$	30,087	107%
012	120	607500	Special Purchases	\$	20,000	\$	1,980	\$	-	\$	1,980	10%
012	120	608000	Supplies	\$	60,000	\$	16,007	\$	727	\$	22,871	38%
012	120	608100	Contract & Other Services	\$	37,000	\$	12,959	\$	4,637	\$	20,299	55%
012	120		MATERIALS & SERVICES	\$	274,275	\$	96,594	\$	24,661	\$	146,523	53%
WATER PLANT Expense Total				\$	689,414	\$	245,430	\$	44,143	\$	487,988	71%

WATER DISTRIBUTION EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
012	125	631000	Transfer to PW Reserve	\$ 12,500	\$ -	\$ -	\$ 12,500	100%
012	125	631800	Transfer to Water Reserve	\$ 184,255	\$ -	\$ -	\$ 184,255	100%
012	125		TRANSFERS	\$ 196,755	\$ -	\$ -	\$ 196,755	100%
012	125	640100	Contingency	\$ 35,000	\$ -	\$ -	\$ -	0%
012	125		CONTINGENCY	\$ 35,000	\$ -	\$ -	\$ -	0%
012	125	500010	City Manager	\$ 1,076	\$ 519	\$ 87	\$ 779	72%
012	125	500016	Public Works Director	\$ 11,647	\$ 7,361	\$ 1,009	\$ 10,389	89%
012	125	500020	Accounting Supervisor	\$ 2,215	\$ 1,090	\$ 185	\$ 1,645	74%
012	125	500022	Human Resources Specialist	\$ 2,774	\$ -	\$ -	\$ -	0%
012	125	500024	Information Systems Admin	\$ 2,885	\$ 1,387	\$ 231	\$ 2,081	72%
012	125	500026	Public Works Op Supervisor	\$ 19,132	\$ 5,707	\$ 1,427	\$ 9,988	52%
012	125	500028	City Recorder	\$ 649	\$ 346	\$ 56	\$ 513	79%
012	125	500030	Lead/Senior Facility Ops	\$ 19,471	\$ 9,597	\$ 1,599	\$ 14,395	74%
012	125	500045	Maint Worker 4B/Maint Tech	\$ 12,474	\$ 2,044	\$ 10,040	\$ 12,083	97%
012	125	500046	Maint Worker 4A/Equip Op	\$ 17,465	\$ 8,814	\$ 1,504	\$ 13,327	76%

012	125	500053	Accounting Clerk 3	\$	1,862	\$	889	\$	148	\$	1,333	72%
012	125	500054	Maint/Clerical Worker 3	\$	25,068	\$	13,387	\$	1,375	\$	19,223	77%
012	125	500057	Maintenance Worker 2	\$	31,819	\$	35,780	\$	(30,907)	\$	16,119	51%
012	125	500066	Utility Billing Clerk 1	\$	12,414	\$	5,794	\$	1,017	\$	8,846	71%
012	125	500082	City Planner	\$	934	\$	-	\$	-	\$	-	0%
012	125	500084	Assistant Planner	\$	4,600	\$	2,585	\$	457	\$	3,818	83%
012	125	501400	Call Time	\$	6,500	\$	6,183	\$	896	\$	9,035	139%
012	125	501500	Overtime	\$	2,000	\$	494	\$	136	\$	847	42%
012	125	504700	Social Security	\$	13,600	\$	7,538	\$	1,011	\$	10,992	81%
012	125	504800	Health Insurance	\$	45,000	\$	28,255	\$	4,245	\$	42,012	93%
012	125	504900	Workers' Comp	\$	5,000	\$	1,922	\$	5	\$	2,422	48%
012	125	505000	Retirement	\$	22,000	\$	13,182	\$	1,899	\$	19,137	87%
012	125		PERSONNEL SERVICES	\$	260,585	\$	152,873	\$	(3,579)	\$	198,984	76%
012	125	600100	Office Supplies	\$	6,000	\$	169	\$	2,370	\$	2,685	45%
012	125	600150	Data Processing Support	\$	7,000	\$	3,010	\$	415	\$	4,240	61%
012	125	600210	Electricity	\$	11,000	\$	3,323	\$	775	\$	5,787	53%
012	125	600220	Communication Services	\$	3,500	\$	530	\$	101	\$	831	24%
012	125	600250	Alarms	\$	1,500	\$	-	\$	-	\$	-	0%
012	125	600300	Equipment Maint & Repair	\$	6,000	\$	2,217	\$	9	\$	2,305	38%
012	125	600350	Vehicle Maint & Repair	\$	2,000	\$	802	\$	-	\$	802	40%
012	125	600400	Facility Needs	\$	2,500	\$	682	\$	-	\$	682	27%
012	125	600420	Systems Repair	\$	32,000	\$	2,011	\$	-	\$	5,183	16%
012	125	600600	Travel & Training	\$	2,000	\$	2,565	\$	134	\$	2,699	135%
012	125	600700	Membership & Subscription	\$	2,000	\$	340	\$	65	\$	1,191	60%
012	125	601500	Gas, Oil & Tires	\$	8,000	\$	2,669	\$	499	\$	4,878	61%
012	125	601700	Insurance	\$	5,000	\$	5,373	\$	-	\$	5,373	107%
012	125	603980	H2O Program Expenses	\$	400	\$	-	\$	-	\$	-	0%
012	125	607500	Special Purchases	\$	10,000	\$	3,473	\$	-	\$	7,833	78%
012	125	608000	Supplies	\$	30,000	\$	10,174	\$	3,219	\$	22,162	74%
012	125	608100	Contract & Other Services	\$	20,000	\$	8,983	\$	1,106	\$	16,262	81%
012	125		MATERIALS & SERVICES	\$	148,900	\$	46,319	\$	8,692	\$	82,912	56%
012	125	702000	2012 Debt Repayment/Bond 2016	\$	259,000	\$	-	\$	259,000	\$	259,000	100%
012	125	702500	Rev Bond 2016 - Interet/Fees	\$	159,618	\$	79,809	\$	79,809	\$	159,618	100%
012	125		DEBT SERVICES	\$	418,618	\$	79,809	\$	338,809	\$	418,618	100%
WATER DISTRIBUTION Expense Total				\$	1,059,858	\$	279,001	\$	343,922	\$	897,269	85%
NET						\$	645,920	\$	(229,198)	\$	333,271	

Sewer Department

3rd Quarter Financial Report 2020-2021

Period 07 - 09
Fiscal Year 2021

SEWER REVENUE

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	000	400100	Beginning Fund Balance	\$ (281,320)	\$ (306,401)	\$ -	\$ (306,401)	109%
013	000	400400	Interest	\$ (3,000)	\$ (1,401)	\$ (172)	\$ (1,972)	66%
013	000	402700	Refunds & Misc	\$ (150)	\$ (2,223)	\$ (176)	\$ (2,413)	1608%
013	000	402720	Public Works Inspection Fee	\$ -	\$ (150)	\$ -	\$ (200)	0%
013	000	404400	Sewer Charges	\$ (1,187,116)	\$ (574,182)	\$ (101,405)	\$ (863,438)	73%
013	000	404500	Sewer Connection Fees	\$ -	\$ (338)	\$ -	\$ (450)	0%
Revenue Total				\$ 1,471,586	\$ 884,694	\$ 101,754	\$ 1,174,873	80%

SEWER PLANT EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	130	631000	Transfer to PW Reserve	\$ 12,500	\$ -	\$ -	\$ 12,500	100%
013	130	631900	Transfer to Sewer Reserve	\$ 50,000	\$ -	\$ -	\$ 50,000	100%
013	130		TRANSFERS	\$ 62,500	\$ -	\$ -	\$ 62,500	100%
013	130	500010	City Manager	\$ 1,076	\$ 519	\$ 87	\$ 779	72%
013	130	500016	Public Works Director	\$ 11,647	\$ 7,361	\$ 1,009	\$ 10,389	89%
013	130	500020	Accounting Supervisor	\$ 2,215	\$ 1,090	\$ 185	\$ 1,645	74%
013	130	500022	Human Resources Specialist	\$ 2,774	\$ -	\$ -	\$ -	0%
013	130	500024	Information Systems Admin	\$ 2,885	\$ 1,387	\$ 231	\$ 2,081	72%
013	130	500028	City Recorder	\$ 648	\$ 346	\$ 56	\$ 513	79%
013	130	500038	Facility Ops	\$ 117,154	\$ 62,125	\$ 8,856	\$ 84,484	72%
013	130	500048	Facility Operator Trainee	\$ 23,985	\$ 13,755	\$ -	\$ 17,685	74%
013	130	500053	Accounting Clerk 3	\$ 1,862	\$ 889	\$ 148	\$ 1,333	72%
013	130	500066	Utility Billing Clerk 1	\$ 8,276	\$ 3,863	\$ 678	\$ 5,897	71%
013	130	500082	City Planner	\$ 934	\$ -	\$ -	\$ -	0%
013	130	500084	Assistant Planner	\$ 1,973	\$ 1,193	\$ 211	\$ 1,762	89%
013	130	501400	Call Time	\$ 25,000	\$ 9,371	\$ 1,547	\$ 13,808	55%
013	130	501500	Overtime	\$ 13,500	\$ 4,345	\$ -	\$ 5,239	39%
013	130	504700	Social Security	\$ 15,500	\$ 7,902	\$ 961	\$ 10,810	70%
013	130	504800	Health Insurance	\$ 40,000	\$ 27,538	\$ 3,597	\$ 38,329	96%
013	130	504900	Workers' Comp	\$ 5,000	\$ 3,801	\$ 5	\$ 3,815	76%
013	130	505000	Retirement	\$ 30,000	\$ 14,638	\$ 1,637	\$ 19,587	65%
013	130		PERSONNEL SERVICES	\$ 304,429	\$ 160,123	\$ 19,208	\$ 218,157	72%

013	130	600100	Office Supplies	\$	1,000	\$	46	\$	125	\$	190	19%
013	130	600150	Data Processing Support	\$	2,700	\$	1,563	\$	415	\$	2,792	103%
013	130	600210	Electricity	\$	48,000	\$	15,256	\$	3,171	\$	24,910	52%
013	130	600220	Communication Services	\$	4,100	\$	925	\$	244	\$	1,588	39%
013	130	600250	Alarms	\$	100	\$	-	\$	-	\$	-	0%
013	130	600300	Equipment Maint & Repair	\$	20,000	\$	457	\$	-	\$	591	3%
013	130	600350	Vehicle Maint & Repair	\$	1,500	\$	9	\$	-	\$	9	1%
013	130	600400	Facility Needs	\$	5,000	\$	2,547	\$	125	\$	3,038	61%
013	130	600420	Systems Repair	\$	67,000	\$	23,335	\$	-	\$	24,244	36%
013	130	600600	Travel & Training	\$	3,500	\$	4,304	\$	66	\$	4,608	132%
013	130	600700	Membership & Subscription	\$	1,500	\$	839	\$	-	\$	839	56%
013	130	601500	Gas, Oil & Tires	\$	2,500	\$	3,705	\$	12	\$	3,787	151%
013	130	601700	Insurance	\$	40,000	\$	42,982	\$	-	\$	42,982	107%
013	130	607500	Special Purchases	\$	10,000	\$	431	\$	954	\$	1,386	14%
013	130	608000	Supplies	\$	55,000	\$	8,195	\$	7,438	\$	22,432	41%
013	130	608100	Contract & Other Services	\$	27,000	\$	20,228	\$	1,904	\$	21,072	78%
013	130		MATERIALS & SERVICES	\$	288,900	\$	124,822	\$	14,454	\$	154,468	53%

SEWER PLANT Expense Total

\$	655,829	\$	284,945	\$	33,662	\$	435,125	66%
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SEWER COLLECTION EXPENSES

Fund	Dept	Account Number	Description	Budget	Beg Bal	Period Amt	End Bal	% Of Budget
013	135	620500	Equipment	\$ 30,000	\$ -	\$ -	\$ -	0%
013	135		CAPITAL OUTLAY	\$ 30,000	\$ -	\$ -	\$ -	0%
013	135	631000	Transfer to PW Reserve	\$ 12,500	\$ -	\$ -	\$ 12,500	100%
013	135	631900	Transfer to Sewer Reserve	\$ 139,743	\$ -	\$ -	\$ 139,743	100%
013	135		TRANSFERS	\$ 152,243	\$ -	\$ -	\$ 152,243	100%
013	135	640100	Contingency	\$ 40,000	\$ -	\$ -	\$ -	0%
013	135		CONTINGENCY	\$ 40,000	\$ -	\$ -	\$ -	0%
013	135	500010	City Manager	\$ 1,076	\$ 519	\$ 87	\$ 779	72%
013	135	500016	Public Works Director	\$ 11,647	\$ 7,361	\$ 1,009	\$ 10,389	89%
013	135	500020	Accounting Supervisor	\$ 2,215	\$ 1,090	\$ 185	\$ 1,645	74%
013	135	500022	Human Resources Specialist	\$ 2,774	\$ -	\$ -	\$ -	0%
013	135	500024	Information Systems Admin	\$ 2,885	\$ 1,387	\$ 231	\$ 2,081	72%
013	135	500026	Public Works Op Supervisor	\$ 19,132	\$ 5,707	\$ 1,427	\$ 9,988	52%
013	135	500028	City Recorder	\$ 648	\$ 346	\$ 56	\$ 513	79%
013	135	500030	Lead/Senior Facility Ops	\$ 19,471	\$ 9,597	\$ 1,599	\$ 14,395	74%
013	135	500045	Maint Worker 4B/Maint Tech	\$ 12,475	\$ 2,044	\$ 10,040	\$ 12,083	97%
013	135	500046	Maint Worker 4A/Equip Op	\$ 17,465	\$ 8,814	\$ 1,504	\$ 13,327	76%
013	135	500053	Accounting Clerk 3	\$ 1,862	\$ 889	\$ 148	\$ 1,333	72%
013	135	500054	Maint/Clerical Worker 3	\$ 25,068	\$ 13,387	\$ 2,054	\$ 19,902	79%
013	135	500057	Maintenance Worker 2	\$ 31,819	\$ 13,085	\$ 5,257	\$ 22,426	70%

013	135	500066	Utility Billing Clerk 1	\$	12,414	\$	5,794	\$	1,017	\$	8,846	71%
013	135	500082	City Planner	\$	934	\$	-	\$	-	\$	-	0%
013	135	500084	Assistant Planner	\$	3,947	\$	2,585	\$	457	\$	3,818	97%
013	135	501400	Call Time	\$	6,700	\$	3,303	\$	408	\$	4,703	70%
013	135	501500	Overtime	\$	2,500	\$	494	\$	136	\$	847	34%
013	135	504700	Social Security	\$	14,000	\$	5,652	\$	973	\$	8,471	61%
013	135	504800	Health Insurance	\$	50,000	\$	19,871	\$	3,813	\$	30,381	61%
013	135	504900	Workers' Comp	\$	6,000	\$	1,912	\$	5	\$	2,220	37%
013	135	505000	Retirement	\$	23,000	\$	10,001	\$	1,608	\$	15,084	66%
013	135		PERSONNEL SERVICES	\$	268,032	\$	113,837	\$	32,015	\$	183,232	68%
013	135	600100	Office Supplies	\$	4,500	\$	169	\$	2,370	\$	2,685	60%
013	135	600150	Data Processing Support	\$	6,500	\$	3,010	\$	415	\$	4,240	65%
013	135	600210	Electricity	\$	33,000	\$	10,754	\$	3,842	\$	23,677	72%
013	135	600220	Communication Services	\$	4,000	\$	530	\$	101	\$	831	21%
013	135	600250	Alarms	\$	4,500	\$	2,177	\$	425	\$	3,453	77%
013	135	600300	Equipment Maint & Repair	\$	16,000	\$	6,582	\$	9	\$	7,083	44%
013	135	600350	Vehicle Maint & Repair	\$	2,000	\$	116	\$	-	\$	146	7%
013	135	600400	Building Repair	\$	2,000	\$	-	\$	-	\$	-	0%
013	135	600420	Systems Repair	\$	20,000	\$	14,704	\$	102	\$	15,145	76%
013	135	600600	Travel & Training	\$	2,500	\$	332	\$	404	\$	1,596	64%
013	135	600700	Membership & Subscription	\$	1,200	\$	-	\$	-	\$	240	20%
013	135	601500	Gas, Oil & Tires	\$	6,500	\$	3,027	\$	499	\$	4,466	69%
013	135	601700	Insurance	\$	4,600	\$	4,943	\$	-	\$	4,943	107%
013	135	607500	Special Purchases	\$	28,000	\$	3,700	\$	13,817	\$	17,517	63%
013	135	608000	Supplies	\$	11,000	\$	3,586	\$	277	\$	5,055	46%
013	135	608100	Contract & Other Services	\$	16,000	\$	6,565	\$	1,157	\$	12,040	75%
013	135		MATERIALS & SERVICES	\$	162,300	\$	60,195	\$	23,417	\$	103,116	64%
013	135	702000	DEQ Loan Repayment-Principal	\$	91,000	\$	-	\$	91,000	\$	91,000	100%
013	135	702500	Rev Bond 2016 - Interest/Fees	\$	56,082	\$	28,041	\$	28,041	\$	56,082	100%
013	135	703000	W/WW Loan 2019 - Principal	\$	16,100	\$	-	\$	-	\$	-	0%
013	135		DEBT SERVICES	\$	163,182	\$	28,041	\$	119,041	\$	147,082	90%
SEWER COLLECTION Expense Total				\$	815,757	\$	202,073	\$	174,472	\$	585,673	72%
NET						\$	397,675	\$	(106,381)	\$	154,075	

Projects List 2020-2021

	Location	Budget amount	Dept Responsible	Coouncil approval	Planning needed	Begin Date	status 4-16-21	Completed Date	Final Cost
Interior Painting	City Hall	\$ 20,000	PW	yes			Completed 11/10/20		\$4,500
Exterior Painting	City Hall	\$ 30,000	PW	yes		9/18/2020	Completed 10/16		\$13,200
Repair/Maint Ext	New PS Building	\$ 100,000	PW	yes	3 quotes if possible		contractor scheduled for partial demo		
Parking Lot/Storage	Fire Dept	\$ 50,000	PW	yes			parking lot paving completed 10/16		\$10,569.15
Exterior Painting	Fire Dept	\$ 25,000	PW	yes	quote recv'd				
Renovation	Arcadia Park	\$ 90,000	Paul Steenkolk	yes	Nothing at this time - project is dependent on getting grant				
Replace Outdoor Sign	Library	\$ 30,000	PW /Deborah	yes	3/4 complete; remaining costs to be shared by Pool - identify project		completed 3-5-21		
Centralized Heating/Cooling	Library	\$ 40,000	PW/Deborah	yes	complete	9/16/2020	completed	10/9/2020	39,829.00
Exterior Painting	Library	\$ 25,000	PW	yes	compldte		completed	7/11/2020	\$6,195.00
New Patrol Car	Police	\$ 54,000	Police	yes	Use state contract?	7/22/2020			
Upgrade Community Room	Library	\$ 18,500	Deborah	no	All funds provided through grants			Spring 2020	
skid steer with planer	PW	\$ 60,500.00	PW	yes	3 quotes?		purchased 4-21		
Street Sweeper	PW	\$ 85,000.00	PW	yes			PURCHASED & IN USE	7/6/2020	\$76,900
Spruce Street Improvement	PW	\$ 161,000.00	PW	yes	engineered Dyer		Completed 11/09/20		\$263,956.77
Arcadia Street Paving	PW	\$ 330,000.00	PW	yes	engineering - bid by Dyer partnership		completed 10 16-		\$265,772.99
Forklift	Water	\$ 15,000.00	Water	no	trade deal		purchase completed, in use		\$11,500
New Windows	Water	\$ 10,000.00	Water	no	Identify contractor or in house?		completed Feb 25		
Backwash Motor & Pump	Water	\$ 80,000.00	Water	yes	single source??		scheduled for 4-21-21		
Catwalk	water	\$ 20,000.00	PW?	no	3 quotes or in house?		awaiting RCA		
Surface Wash Motor & Pump	Water	\$ 20,000.00	Water	no	single source??		installed Feb 25		
Water line replacement on									
Spruce Street	Spruce Street	\$ 650,000.00	PW	Yes	engineering -bid by Dyer Partnership	R/D Sub TLX began 9/14	Completed 10/13		\$136,702.84
Ammon Reservoir Replacement	Ammon Reservoir	\$ 1,100,000.00	PW	Yes	on hold pending usage parameters				
Reservior Road Fire Protection Project	Reservior Road	\$ 300,000.00	PW	Yes	Engineering - bid Civil West Eng	9/10/2020	completed 12/14		

Projects List 2020-2021

[illegible]