

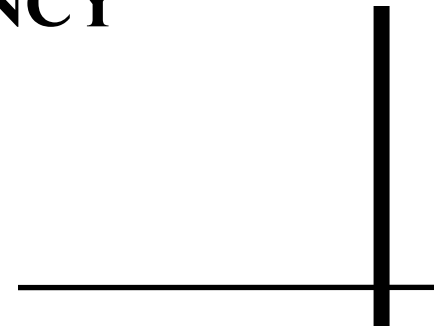
**ANNUAL
BUDGET**

CITY OF BROOKINGS

&

URBAN RENEWAL AGENCY

Fiscal Year
2023-2024



**CITY OF BROOKINGS
BUDGET 2023-24**

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Budget Message for the City of Brookings Fiscal Year 2023-24



To: Citizens of the City of Brookings
Honorable Mayor, Ron Hedenskog
Members of the City Council
Members of the Budget Committee

Date: April 17, 2023

On behalf of the staff of the City of Brookings, I am pleased to present the proposed budget for Fiscal Year (FY) 2023-24. As required by law, the proposed budget, in the amount of \$63,120,551, is balanced and provides for the basic needs of the City.

For the last few years the many changes in the economic outlook year to year has made the budget process ever-changing. No one could have foreseen the impact that the pandemic, inflation and now with possible recession ahead would have on Brookings, Oregon, the United States, or the world. The budget was prepared using the most current information and forecasts available. Economists expect rapidly climbing costs across all industries start to level out but we remain conservative with regards to budgeting revenues and expenditures in the 2023-24 budget.

Budget Process

The budget process began in February with each department preparing their own proposed budget. This information, along with past historical trend data and a projection of future revenues and expenditures, is used to prepare the proposed budget.

The Department Directors, Finance Director and City Manager/Budget Officer met several times to determine the City departmental needs and goals for the upcoming 2023-24 City of Brookings fiscal year. In addition, the Budget Committee held two workshops in March. We focused on maintaining current levels of service, identifying deferred maintenance issues and projects, reviewing potential utility rates, evaluating City personnel needs and analyzing the financial position of the City. This proposed budget addresses these issues by recommending certain projects and positions to be funded in FY 2023-24.

The proposed budget is then presented to the Budget Committee (Mayor, City Council and five lay citizens). The Budget Committee meets to publicly discuss the document and approve the proposed budget and any recommended changes. Public comment is received on the City's Budget and the Budget for State Revenue Sharing funds.

A summary of the approved budget is then published in a local newspaper for public information and review. Prior to June 30, the City Council holds a public hearing to receive public input on the programs and services funded in the budget as approved by the Budget Committee. Since the City operates on a fiscal year beginning July 1st and ending June 30th, the budget must be adopted by the City Council by June 30th of each year.

Accounting Basis

The City of Brookings uses the modified accrual basis of accounting, which means that revenues are recognized in the period they become available, and expenditures are recognized in the period in which the liability is incurred. This basis of accounting is consistent with prior years and in compliance with Generally Accepted Accounting Principles. The City uses a collection of separate funds to capture budgeted and actual revenues and expenditures. Each fund is designed to separate transactions in compliance with specific programs or to aid in the management of public dollars received.

The 2023-24 budget includes revenues and expenditures for twenty-four (24) funds. Money cannot be moved between funds without the proper budgetary appropriations. Each fund is a separate accounting entity with a self-balancing set of accounts. The budget provides for funding of a wide range of public services for the citizens of the City of Brookings; police and fire protection, street and park maintenance, water and sewer utilities, building inspection, land use planning, economic development and financial and administrative services.

Budget Strategy

A basic philosophy in the development of the budget is to conservatively estimate revenues while including all identifiable and measurable expenditures anticipated funding a goal, program or service. It continues to be a challenge to fund all necessary and desired programs to meet the needs of the citizens of the City of Brookings with limited resources. All of the Department Directors and their staff understand our budget constraints and are always looking to identify cost saving ideas or grant fund opportunities.

Relationship to Goals and Objectives

In developing the proposed budget, management has been mindful of the City Council goals and objectives adopted in the Strategic Plan. Key goals and objectives underlying the development of this budget included:

- Achieving fiscal sustainability by maintaining a General Fund reserve of at least 5 percent of the annual operating budget.
- Completing capital projects, and continuing a program to replace or rehabilitate aging infrastructure.
- Improving the use of technology, including continuing to maintain the website that will both inform and enable citizens to conduct business with the City more effectively.

These and other goals and objectives are addressed in the proposed budget.

Budget Document

The budget package includes a budget message describing the key highlights of the budget, and a description of the type of expenditures typically included in each expense account. To facilitate the financial review, budget worksheets are included which show year-to-date numbers along with historical data.

Total outstanding and authorized, not incurred, infrastructure debt in all funds on July 1, 2023 is anticipated to be \$2,063,755.

Governmental Loan Fund	\$ 705,141
Water Loan 2014	\$ 1,358,614
Business Oregon SDWRLF - Water	\$ 3,895,000
USDA – RD Wastewater	\$ 24,996,000

Budget Trends

Property Taxes are collected on assessed values. Following is a breakdown of those values:

Fiscal Year:	2020-21	\$801,911,311
	2021-22	\$832,433,687
	2022-23	\$869,978,664
<i>Estimated</i>	<i>2023-24</i>	<i>\$896,078,024</i>

General Fund

Property tax revenues are relatively flat. The City tax rate is fixed at \$3.763/\$1,000 of assessed valuation and is not increased from year to year. Measure 50, approved by the voters, limits increases in assessed values to three-percent, up to the market value. There has been an increase in the revenue received from the Transient Room Tax over the last couple of years, which had remained flat for several years. Other revenues such as grants and other miscellaneous revenues may fluctuate from year to year. Transfers from other funds to the General Fund represent those funds paying their share of administrative expenses. There is a factor of a 7.5 percent loss expected due to discounts and non-payment of taxes. This is higher than the historical trend and the housing market has considered to be more affected by the economy than was previously thought.

Carryover from the prior year is used to cover expenditures until tax revenue begins coming in November. For the most part, carryover is generated from contingencies, by spending less than budgeted, expending as budgeted or sometimes due to receiving more revenue than projected. Our projected General Fund beginning balance (carryover) for this budget is \$1,610,000, with an expected unappropriated ending fund balance at June 30, 2024 of \$829,411.

Personnel costs are charged directly to the appropriate fund. General fund administrative expenses (exclusive of personnel costs) are charged to the appropriate fund through a transfer. The budget reflects a franchise fee for water and wastewater which is transferred into the General Fund.

Several years ago the Council and Budget Committee began building a General Fund contingency to provide for a guaranteed carryover each year and to cover unplanned expenses. The goal is to have a contingency of at least 5% of the General Fund budget expenditures. This is difficult to do year to year due to other budget constraints. This year the budgeted contingency is \$829,411, which meets the 5% goal for General Funds. Additionally, the budget includes a \$3,608,056 capital/equipment reserve, which includes a transfer of \$400,000 from the General Fund and a carryover from capital/equipment funds budgeted in prior years for special projects.

Personal services comprise 70% of the General Fund expenditures and include payroll and related benefits. The City has a current contract with the Teamsters General Union and the Brookings Police Association that will expire on June 30, 2025 and June 30, 2024 respectively. Effective July 1, 2023, the total PERS rates are between 27.17% and 34.09%, depending on what date the employee entered the PERS system and whether the employee is a public safety employee or not. The next PERS rate change will occur July 1, 2025. All employees moved to a High Deductible Health Plan (HDHP) with a Health Savings Accounts (HSA) in 2012. As of June 2019, employees contribute 12.5% toward the insurance premium.

Utility Funds

The utility funds include the Water Fund and the Wastewater Fund. The average residential bill is estimated at \$115.18/month including System Replacement Fees (SRF) of \$13.36 per month, based on 500 cubic feet of water usage. This amount includes a 8.3% (\$2.35) increase to the water rates, an 5.8% (\$3.90) increase to the sewer rates, and an increase of 5.8% (\$0.73) to System Replacement Fees, effective July 1st. The effect of the increase equates to \$6.27 on the average utility bill. When the Fuel Tax measure passed in May 2015, the Streets SRF of \$2.98 was repealed, decreasing utility bills by \$2.98 per month, today that would be \$3.66. A measure on the November 2022 ballot to renew and increase the current fuel tax of four cents per gallon to five cents per gallon for 5 years, passed by 59%.

System Development Charges (SDC) & System Replacement Fees (SRF)

SDCs are one-time fees assessed on new development to cover a portion of the costs of providing certain types of public capital facilities such as streets, water, wastewater, storm drain and parks. SDC revenues have begun to gradually increase over the last couple of years. The short-term and long-term projections for future fees and use of fees will need to be reviewed on a regular basis.

SRFs are the collection of reasonable charges to finance capital replacement, non-capacity increasing extension, and non-capacity increasing expansion of municipal utility facilities. These charges are adopted by Council with an annual resolution to adjust rates. SRF revenue has been a stable, consistent resource for capital projects and infrastructure improvements.

Other Significant Budgetary Items

The proposed budget includes a \$165,000 transfer from the 9-1-1 Fund to the General Fund to pay for a portion of dispatcher salaries. A portion of the annual debt service for the communications tower is also paid from the 9-1-1 Fund. The remainder is paid from the General Fund, Streets Fund, Water Fund, and Wastewater Fund. This loan will be paid off this fiscal year.

The proposed budget includes the addition of a patrol officer, which will allow us to have two scheduled during all shifts including graveyard. No other law enforcement agency in Curry County has a graveyard shift, meaning currently our one officer is without back-up for a portion of some shifts. Two officers can more effectively and safely patrol our city.

The City entered into a management agreement with CourseCo, Inc. on January 1, 2021. It is a 10 year agreement at a cost of \$90,854 (4% increase 2023) per year to manage operations at Salmon Run Golf Course.

This year's budget includes paving and/or reconstruction of the top priority streets identified for major maintenance using the evaluation criteria in the adopted Pavement Management System Plan. The City Council put a fuel tax ballot measure on the May 2015 ballot requesting four cents per gallon, approved and renewed in 2018. Voters passed an increase to five cents per gallon in November 2022. This will generate approximately \$375,000 annually for streets maintenance and construction.

The City also entered into a cooperative agreement with ODOT for the design and construction of a six foot wide shoulder bike lane and six foot wide sidewalks along the east side of US 101 between Parkview Drive to Lucky Lane. The total estimated project cost is \$3,237,000, of which only \$392,400 is the estimated City portion.

In 2018, the City purchased the Brookings Airport from Curry County. In addition to operations, the budget for the Airport Fund includes \$391,000 for the construction and improvements as determined by the airport master plan, 90% funded by grants.

General capital projects in the 2023-24 budget include purchase of public safety communications equipment, new police training facility, four replacement Self Contained Breathing Apparatus (SCBA) packs for the fire department, small park projects, improvements at Salmon Run Golf Course and the match for Kidtown replacement. This budget also includes debt payments for the purchase of new police vehicles and saving toward a backhoe, a service truck and a dump truck.

Council approved a contract with Jacobs Engineering (previously CH2M) for Water and Wastewater Treatment services, effective March 12, 2018. The 2023-24 budget reflects the continuation of this agreement.

Council approved a new franchise agreement with Curry Transfer and Recycling, effective July 1, 2017. At the time, it was decided that additional revenues of approximately \$100,000 from this agreement would be set aside each year for capital projects in the Capital Reserve Fund. Council has also been in negotiations with Coos Curry Electric Cooperative regarding their franchise agreement that expired in December 2022. This budget includes the minimum amount we anticipate this coming year.

The City was awarded funding in 2021 through Business Oregon's Safe Drinking Water Revolving Loan Fund to complete water distribution projects in 2022-23 including water line replacements on Alder Street, 7th Street, Dodge Avenue, Memory Lane, Eastwood Lane and Pacific View area, and the interior painting of the Marine Drive reservoir. All of these have been completed with the one remaining which is the replacement of Tidewater Reservoir. Funding includes a forgivable loan of \$280,000 and long term loan of \$3,895,000.

The City has been working with USDA-RD on a \$24,996,000 loan, to complete \$30.2 million of wastewater projects in the next three years. Of those projects, \$14.2 million are wastewater collections projects, \$1.8 million are wastewater pump station projects and \$14.2 million are wastewater treatment projects.

Conclusion

Fiscal year 2023-24 will continue to be challenging and busy at the City. Staff will strive to continue to provide the present level or improved level of services. Also, staff will continue to be prudent in City resources by reviewing financing options for important future projects to assure a healthy reserve for each fund.

Respectfully,
Janell K. Howard, Budget Officer
City Manager

CITY OF BROOKINGS
GENERAL FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	1,020,000	NET WORKING CAPITAL	10-09-4910		1,610,000	
95,428	78,523	82,000	PROPERTY TAX - PRIOR	10-01-4010		82,000	
223,996	238,091	220,000	FRANCHISE TAXES	10-01-4015		470,000	
240,905	299,764	200,000	TRANSIENT ROOM TAXES	10-01-4020		225,000	
2,937	9,751	0	TRANSIENT TAX - DELINQUENT	10-01-4021		0	
179,242	158,085	160,000	MARIJUANA TAX LOCAL	10-01-4030		130,000	
1,665	1,341	0	MARIJUANA TAX - DELINQUENT	10-01-4031		0	
126,430	127,311	130,000	PUBLIC SAFETY FEE	10-02-4024		130,000	
59,956	60,130	58,000	BUSINESS LICENSES	10-02-4025		58,000	
152,144	137,472	100,000	BUILDING PERMITS & FEES	10-02-4030		100,000	
10,295	10,944	8,500	SDC ADMINISTRATIVE FEES	10-02-4035		9,000	
129,939	126,639	120,000	STATE LIQUOR TAX	10-03-4035		120,000	
6,393	5,543	4,500	STATE CIGARETTE TAX	10-03-4040		4,500	
74,002	73,537	64,000	STATE REVENUE SHARING	10-03-4045		65,000	
37,357	11,091	10,000	MARIJUANA TAX - STATE	10-03-4046		10,000	
0	1,439,305	0	GRANT REVENUE	10-03-4050		0	
1,359	2,302	15,000	POLICE GRANT	10-03-4051		15,000	
50,000	50,000	50,000	URBAN RENEWAL MANAGEMENT	10-03-4090		50,000	
1,345	3,140	30,000	CONTRACT SERVICES BILLED	10-03-4092		30,000	
77,595	78,750	75,000	FIRE PROTECTION CONTRACTS	10-04-4105		75,000	
21,411	20,136	19,000	DISPATCH SERVICES	10-04-4106		19,000	
122,796	129,409	130,000	POLICE SERVICES	10-04-4107		135,000	
61,878	98,133	40,000	PLANNING SERVICES	10-04-4108		50,000	
18,300	12,147	12,000	LIEN SEARCH FEES	10-04-4109		12,000	
74,403	64,898	55,000	SWIMMING POOL REVENUE	10-04-4110		55,000	
296,326	714,418	650,000	GOLF COURSE REVENUE	10-04-4112		750,000	
14,582	7,778	6,000	PARK REVENUE	10-04-4113		6,000	
7,628	7,628	7,500	LEASE REVENUE	10-04-4115		7,500	
16,240	12,323	15,000	INTEREST INCOME	10-06-4115		30,000	
12,428	19,492	20,000	FINES	10-06-4120		20,000	
59,997	48,591	60,000	MUNICIPAL COURT FINES TRAFFIC	10-06-4121		60,000	
400	300	500	IMPOUND FEES	10-06-4122		500	
5,795	0	0	DONATIONS-PARK PROJECTS	10-06-4138		0	
89,305	74,071	20,000	OTHER REVENUE	10-06-4140		20,000	
48,161	0	0	REIMBURSED FROM SALMON RUN	10-06-4142		0	
8,191	12,730	10,000	CAPELLA REVENUE	10-06-4150		10,000	
2,328,831	4,133,773	3,392,000	SUBTOTAL			4,358,500	

CITY OF BROOKINGS
GENERAL FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
FUND TRANSFER N:							
142,377	145,488	157,804	TRANSFER IN-WATER FUND	10-09-4515		171,680	
173,231	176,486	191,456	TRANSFER IN-WASTEWATER FUND	10-09-4520		207,176	
155,000	160,000	165,000	TRANSFER IN-911 FUND	10-09-4525		165,000	
50,200	51,500	53,200	TRANSFER IN - TECHNOLOGY FUND	10-09-4565		65,500	
15,360	15,403	16,052	TRANSFER IN - TOURISM	10-09-4580		17,662	
43,775	46,391	49,870	TRANSFER IN-STREET FUND	10-09-4585		59,087	
579,943	595,248	633,382	TOTAL TRANSFERS IN			686,105	
2,908,774	4,729,021	4,025,382	TOTAL RESOURCES EXCEPT TAXES			5,044,605	
2,858,440	2,988,682	2,984,440	PROPERTY TAX - CURRENT	10-01-4005		3,119,050	
5,767,215	7,717,703	7,009,822	TOTAL RESOURCES			8,163,655	

CITY OF BROOKINGS
GENERAL FUND

EXPENDITURE SUMMARY

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			PERSONAL SERVICES:				
36,218	35,144	35,168	JUDICIAL			38,235	
349,470	366,296	384,120	FINANCE AND ADMINISTRATION			423,568	
2,495,348	2,792,821	3,027,250	POLICE			3,314,004	
217,603	225,191	235,238	FIRE			249,661	
246,286	186,771	242,675	PLANNING AND BUILDING			240,456	
249,211	267,402	285,789	PARKS & RECREATION			287,161	
84,016	82,378	94,384	SWIMMING POOL			102,122	
3,678,152	3,956,003	4,304,624	TOTAL PERSONAL SERVICES			4,655,207	
			MATERIALS AND SERVICES:				
4,508	4,284	12,850	JUDICIAL			12,850	
138,053	147,454	227,300	FINANCE AND ADMINISTRATION			228,800	
189,176	207,900	204,000	POLICE			231,000	
80,425	100,437	105,500	FIRE			107,500	
37,935	28,072	92,900	PLANNING AND BUILDING			93,700	
125,607	134,542	121,300	PARKS & RECREATION			137,900	
347,891	872,943	700,000	GOLF COURSE			900,000	
46,214	65,779	56,200	SWIMMING POOL			66,700	
114,614	93,286	168,600	NON-DEPARTMENTAL			175,600	
1,084,423	1,654,697	1,688,650	TOTAL MATERIAL AND SERVICES			1,954,050	
			CAPITAL OUTLAY:				
16,000	0	0	POLICE			0	
16,000	0	0	TOTAL CAPITAL OUTLAY			0	
			DEBT SERVICES:				
60,943	63,211	65,540	PRINCIPAL	10-13-8005		86,201	
6,792	4,524	2,327	INTEREST	10-13-8010		23,225	
26,382	27,185	28,001	PRINCIPAL	10-14-8005		28,841	
4,197	3,394	2,579	INTEREST	10-14-8010		1,739	
56,658	8,867	9,044	PRINCIPAL	10-16-8005		9,224	
1,476	1,113	937	INTEREST	10-16-8010		757	
156,448	108,294	108,428	TOTAL DEBT SERVICES			149,987	
			TRANSFERS OUT:				
0	0	0	TRANSFER OUT-STREETS	10-19-8510		100,000	
16,000	0	0	TRANSFER OUT-PARKS SDC	10-19-8520		0	
567,537	1,990,000	215,000	TRANSFER OUT-GENERAL RESERVE	10-19-8560		400,000	
51,007	65,350	70,000	TRANSFER OUT - TECHNOLOGY FUND	10-19-8585		75,000	
634,544	2,055,350	285,000	TOTAL TRANSFERS OUT			575,000	

CITY OF BROOKINGS
GENERAL FUND

EXPENDITURE SUMMARY

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	623,120	CONTINGENCIES & RESERVES: NON-DEPARTMENTAL		829,411		
0	0	623,120	TOTAL CONTINGENCIES & RESERVES		829,411		
5,569,567	7,774,343	7,009,822	TOTAL FUND EXPENDITURES		8,163,655		

JUDICIAL 2023-2024

The City expanded the scope of the Municipal Court to include traffic citations issued by the Brookings Police Department (BPD) in fiscal year 2012-13.

The Municipal Court is staffed with a part time Judge, who receives a \$325 monthly retainer fee and a Judge Pro Tempores that receives \$200 per court session. The Court Clerk duties are handled by the Dispatch Supervisor.

The Court handles Municipal Code and traffic citations. Approximately 30 defendants are scheduled to appear at a typical Court session. Many defendants simply pay their fine and do not appear, while others fail to appear (FTA) and are processed for FTA through the Department of Motor Vehicles. The Municipal Court also adjudicates Brookings Municipal Code violations.

The budget includes training opportunities for the clerk and continuing education for the Judge. The Judge is a member of the Oregon Municipal Judges Association.

CITY OF BROOKINGS
GENERAL FUND

JUDICIAL
EXPENDITURES

BUDGET FOR NEXT YEAR 2023-24

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>JUDICIAL</u>							
PERSONAL SERVICES:							
22,662	22,369	21,952	SALARIES & WAGES	10-11-5005	23,950		
5,415	5,340	5,881	PERS	10-11-5015	6,802		
1,642	1,617	1,679	FICA	10-11-5020	1,832		
6,451	5,764	5,564	HEALTH INSURANCE	10-11-5025	5,601		
26	33	26	WORKERS' COMPENSATION	10-11-5030	26		
23	22	66	UNEMPLOYMENT	10-11-5035	24		
<u>36,218</u>	<u>35,144</u>	<u>35,168</u>	TOTAL PERSONAL SERVICES		<u>38,235</u>		
MATERIALS AND SERVICES:							
14	267	400	OFFICE SUPPLIES	10-11-6005	400		
4,080	3,635	8,000	CONTRACT SERVICES	10-11-6090	8,000		
314	249	1,000	BANK FEES	10-11-6101	1,000		
0	82	3,000	TRAINING/TRAVEL	10-11-6120	3,000		
100	50	450	DUES	10-11-6125	450		
<u>4,508</u>	<u>4,284</u>	<u>12,850</u>	TOTAL MATERIAL AND SERVICES		<u>12,850</u>		
<u>40,726</u>	<u>39,428</u>	<u>48,018</u>	TOTAL JUDICIAL		<u>51,085</u>		

FINANCE AND ADMINISTRATION

2023-24

The 2023-24 Finance and Administration Department budget supports the activities of the City Council, City Manager, Deputy Recorder, Finance Director, Human Resources/Accounting Specialist, Payroll/Accounts Payable Specialist, Accounts Receivable Utility Clerk, part-time Visitor Center Clerk. This budget also includes payroll costs for a part-time IT employee. A transfer is made from the Technology Fund to the General Fund to cover this expense.

The City Council is the policy and legislative body of the City, whereby it establishes long-range goals and policy, provides broad oversight of City management and evaluates progress of achieving goals. The City Council meets twice monthly in regular session, once monthly in workshop session and at other times as needed. The budget supports the preparation of Council materials, public information and recordkeeping.

The Finance and Administration Department maintains the personnel rules and regulations and a body of administrative regulations, among other internal policy documents. These activities are consistent with the City Council goal to "Improve Internal Systems." The City Manager also maintains good working relationships with state and federal elected officials by participating in meetings and events, and by serving on advisory committees.

The Finance Director manages the day to day activities related to finance and human resources. Also, is responsible for the budget preparation along with the Budget Officer/City Manager and monitoring, all accounting functions (payroll, purchasing, accounts payable, billing), financial reporting, human resources, treasury management, records management, the annual audit, and Information Technology (IT).

The Deputy Recorder serves as the primary support person for the City Manager and City Council and also manages the City's website, Public/Education/Government (PEG) television channel and the City's social media outreach.

The City is required to go through an annual audit which is performed by an outside independent Certified Public Accountant (CPA) firm.

The 2023-24 budget includes funds for operations with no capital outlay or extraordinary items.

CITY OF BROOKINGS
GENERAL FUND

FINANCE AND ADMINISTRATION
EXPENDITURES

BUDGET FOR NEXT YEAR 2023-24

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
FINANCE AND ADMINISTRATION							
PERSONAL SERVICES:							
228,098	236,930	247,845	SALARIES & WAGES	10-12-5005	271,648		
0	0	95	OVERTIME	10-12-5010	95		
59,581	66,202	68,924	PERS	10-12-5015	80,070		
16,410	16,841	18,967	FICA	10-12-5020	20,789		
44,761	45,670	47,155	HEALTH INSURANCE	10-12-5025	50,308		
395	418	391	WORKERS' COMPENSATION	10-12-5030	388		
226	235	743	UNEMPLOYMENT	10-12-5035	270		
349,470	366,296	384,120	TOTAL PERSONAL SERVICES		423,568		
MATERIALS AND SERVICES:							
0	925	900	BOOKS & PUBLICATIONS	10-12-6010	900		
919	1,473	4,500	OPERATING SUPPLIES	10-12-6030	4,500		
70,216	76,195	85,000	LEGAL/ADMINISTRATION SERVICES	10-12-6065	85,000		
29,250	29,825	48,000	AUDIT SERVICES	10-12-6080	48,000		
19,864	17,714	45,000	CONTRACT SERVICES	10-12-6090	45,000		
8,598	10,521	12,300	INSURANCE/BONDS	10-12-6115	13,800		
1,158	2,655	16,600	TRAINING/TRAVEL	10-12-6120	16,600		
8,048	8,147	15,000	DUES	10-12-6125	15,000		
138,053	147,454	227,300	TOTAL MATERIAL AND SERVICES		228,800		
487,523	513,750	611,420	TOTAL FINANCE AND ADMINISTRATION		652,368		

BROOKINGS DEPARTMENT OF PUBLIC SAFETY 2023-2024

The Brookings Department of Public Safety is comprised of the Brookings Police Department and the Brookings Fire Department. The Chief of Police is the Director of the Department of Public Safety and is responsible for the administration of both organizations.

MISSION

The mission of the Brookings Department of Public Safety is to be the leader in making Brookings the finest community of its size in Oregon through effective community partnerships that focus on safety and quality of life for both our citizens and visitors. We accomplish our mission by providing the highest quality law enforcement, fire services, community information and support services possible within the resources provided to us. We have earned the reputation of being professional, responsive, systematic, and able to adapt rapidly to change in the community adding value in return for the precious tax dollars with which we are entrusted.

POLICE DIVISION

The Brookings Police Department is a full-service organization, with 24-hour, seven days a week coverage. This department is the only law enforcement agency in Curry County to provide that level of service. The Brookings Police Department is also the Southern Curry County 9-1-1 Public Safety Answering Point (PSAP) which dispatches for five fire departments, Cal-Or Ambulance, and State, County and local Law Enforcement. In addition to patrol officers, detectives and communication officers, there is a Police Reserve Program that augments full-time staff. Additionally, special units include: K-9, School Resource Officer (SRO), and Community Resource Officer (CRO).

FISCAL YEAR 2023-2024 PRIORITIES

The emphasis of the Fiscal Year 2023-2024 budget is to maintain efficient, effective and professional service to the public; in addition, continued attention in fostering good employee relationships, as well as organizational development and community problem solving, will continue.

1. Focus on officer and dispatcher retention by living by the philosophy "Mission First, Employees Always" so we retain our quality employees and minimize our need for recruitment by continuing to support staff through training, mentoring, coaching and positive leadership to assure the community is efficiently and effectively served and criminal actions are proactively dealt with.

2. Improve "quality of life" concerns associated with city ordinance violations, parking violations and any other neighborhood/community issues that may arise causing disruption.
3. Continue our close partnership with the Brookings-Harbor School District through the School Resource Officer who is both a deterrent to criminals entering our schools and criminal behavior on campus as well as a liaison and educator building relationships with students, parents, and staff.
4. Continue our close partnership with Curry Health Network through our agreement for public safety services where officers provide focused patrol of the Curry Medical Center and property throughout each 24-hour period and during specifically requested times.
5. Continue our collaboration with community partners and stakeholders through the Community Resource Officer whose primary purpose is as a homeless liaison who provides initial outreach to homeless individuals and families throughout Brookings with the intent of reconnecting them with family, pairing them with available housing and mental health and addiction resources as needed.
6. Continue to aggressively address the distribution, manufacturing, and criminal possession of illegal narcotics, with a focus on fentanyl, within our City as well as alcohol-related incidents with our local youth and adults alike.
7. Manage the expenses of the organization by operating within the fiscal levels established in the final budget by adding value in return for the precious tax dollars with which we have been entrusted.
8. Saving toward the purchase of capital equipment related to the replacement of core components of the communications system. Reliable components are critical to maintaining communications with Police, Fire, Ambulance and Public Works.

FIRE DIVISION

The Brookings Fire Department includes a professional service organization with 24-hour, seven days a week coverage. The Brookings Fire Department is the only Curry County Fire Department with paid professional staff directing the operations of the organization. The Brookings Fire Department also serves the Brookings Rural Fire Protection District as well as Upper Chetco Volunteer Fire Protection District.

FISCAL YEAR 2023-2024 PRIORITIES

1. Focus on firefighter and CERT retention by living by the philosophy "Mission First, Employees Always" so we retain our quality employees and volunteers and minimize our need for recruitment through continued training, education, and by providing useful, quality equipment.
2. Utilization and continued development of the fire training area, to include adding a 2nd story to one of the fire structures. This site allows for focused training events where firefighters are now able to "train as they fight" honing critical skills, building their experience, and ultimately their confidence to more effectively serve our community.
3. Improve "Quality of Life" issues in the community by working with other City staff in planning, fire code enforcement, and development review.
4. Continue community education efforts in providing fire and safety education to our citizens.
5. Remain committed to responding to our community's needs, expectations, and desires by listening and valuing input to continually meet and exceed our mission.

CITY OF BROOKINGS
GENERAL FUND

POLICE
EXPENDITURES

BUDGET FOR NEXT YEAR 2023-24

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			<u>POLICE</u>				
			PERSONAL SERVICES:				
1,501,402	1,680,128	1,764,397	SALARIES & WAGES	10-13-5005	1,950,070		
15,033	52,648	50,202	OVERTIME	10-13-5010	55,617		
1,170	1,157	15,000	OVERTIME GRANT	10-13-5011	15,000		
399,355	478,457	535,465	PERS	10-13-5015	629,985		
110,507	126,485	138,816	FICA	10-13-5020	153,437		
429,036	414,319	470,725	HEALTH INSURANCE	10-13-5025	462,634		
37,331	37,893	47,201	WORKERS' COMPENSATION	10-13-5030	45,256		
1,515	1,733	5,444	UNEMPLOYMENT	10-13-5035	2,005		
<u>2,495,348</u>	<u>2,792,821</u>	<u>3,027,250</u>	TOTAL PERSONAL SERVICES		<u>3,314,004</u>		
			MATERIALS AND SERVICES:				
25,020	26,569	18,000	EQUIPMENT MAINTENANCE	10-13-6015	18,000		
7,693	9,500	9,000	UNIFORM ALLOWANCE	10-13-6025	11,000		
56,228	64,650	70,000	OPERATING SUPPLIES	10-13-6030	75,000		
4,821	5,551	5,000	MISCELLANEOUS	10-13-6035	5,000		
5,066	4,760	6,000	BUILDING MAINTENANCE	10-13-6040	6,000		
27,152	32,852	30,000	CONTRACT SERVICES	10-13-6090	33,000		
15,514	18,894	22,000	INSURANCE/BONDS	10-13-6115	25,000		
11,218	13,330	15,000	TRAINING/TRAVEL	10-13-6120	19,000		
375	375	500	DUES	10-13-6125	500		
27,778	24,798	23,500	COMMUNICATIONS	10-13-6135	23,500		
8,312	6,622	5,000	INVESTIGATION COSTS	10-13-6145	15,000		
<u>189,176</u>	<u>207,900</u>	<u>204,000</u>	TOTAL MATERIAL AND SERVICES		<u>231,000</u>		
			CAPITAL OUTLAY:				
16,000	0	0	VEHICLE	10-13-7015	0		
<u>16,000</u>	<u>0</u>	<u>0</u>	TOTAL CAPITAL OUTLAY		<u>0</u>		
			DEBT SERVICE:				
60,943	63,211	65,540	PRINCIPAL	10-13-8005	86,201		
6,792	4,524	2,327	INTEREST	10-13-8010	23,225		
<u>67,735</u>	<u>67,735</u>	<u>67,867</u>	TOTAL DEBT SERVICE		<u>109,426</u>		
<u>2,768,259</u>	<u>3,068,456</u>	<u>3,299,117</u>	TOTAL POLICE		<u>3,654,430</u>		

CITY OF BROOKINGS
GENERAL FUND

FIRE
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			<u>FIRE</u>				
			PERSONAL SERVICES:				
126,440	129,463	135,902	SALARIES & WAGES	10-14-5005		143,679	
35,656	38,852	40,783	PERS	10-14-5015		45,920	
9,284	9,488	10,397	FICA	10-14-5020		10,992	
42,218	42,590	42,434	HEALTH INSURANCE	10-14-5025		43,237	
3,880	4,670	5,314	WORKERS' COMPENSATION	10-14-5030		5,689	
125	129	408	UNEMPLOYMENT	10-14-5035		144	
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217,603	225,191	235,238	TOTAL PERSONAL SERVICES			249,661	
			MATERIALS AND SERVICES:				
2,499	3,516	3,000	EQUIPMENT MAINTENANCE	10-14-6015		3,000	
5,673	5,849	7,000	VEHICLE MAINTENANCE	10-14-6020		7,000	
425	561	1,000	UNIFORM ALLOWANCE	10-14-6025		1,000	
14,862	19,849	18,000	OPERATING SUPPLIES	10-14-6030		18,000	
12,001	10,637	12,000	SAFETY EQUIPMENT	10-14-6035		12,000	
449	3,603	3,000	BUILDING MAINTENANCE	10-14-6040		3,000	
745	731	3,500	PRE-EMPLOYMENT SCREENING	10-14-6085		3,500	
2,595	5,390	5,500	CONTRACT SERVICES	10-14-6090		5,500	
40	2,040	2,000	TRAINING/RESERVES	10-14-6095		2,000	
11,158	13,587	16,000	INSURANCE/BONDS	10-14-6115		18,000	
170	3,117	2,500	TRAINING/TRAVEL	10-14-6120		2,500	
2,808	4,062	4,000	COMMUNICATIONS	10-14-6135		4,000	
27,000	27,000	27,000	B.F.A. SERVICES	10-14-6165		27,000	
0	495	1,000	FIRE PREVENTION PROGRAM	10-14-6170		1,000	
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80,425	100,437	105,500	TOTAL MATERIAL AND SERVICES			107,500	
			DEBT SERVICE:				
26,382	27,185	28,001	PRINCIPAL	10-14-8005		28,841	
4,197	3,394	2,579	INTEREST	10-14-8010		1,739	
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30,579	30,579	30,580	TOTAL DEBT SERVICE			30,580	
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328,607	356,206	371,318	TOTAL FIRE			387,741	

PLANNING AND BUILDING DIVISION BUDGET 2023-24

The 2023-24 combined Planning and Building Division budget mirrors last year's budget. Staffing will consist of the Public Works and Development Services Director, Public Works and Development Services Deputy Director, Building Official, and a Planning Administrative Assistant. Planning Department focus is on downtown planning, facilities planning as well as provide staff support to the Planning Commission.

The City will continue with the intergovernmental agreement with Lane Council of Governments (LCOG) to perform consulting services for complex planning and zoning land use applications.

CITY OF BROOKINGS
GENERAL FUND

PLANNING AND BUILDING
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>PLANNING AND BUILDING</u>							
			PERSONAL SERVICES:				
149,800	115,192	152,152	SALARIES & WAGES	10-15-5005		149,367	
421	77	500	OVERTIME	10-15-5010		500	
35,376	29,567	39,028	PERS	10-15-5015		40,584	
10,927	8,260	11,640	FICA	10-15-5020		11,426	
46,954	32,388	37,906	HEALTH INSURANCE	10-15-5025		37,418	
2,659	1,173	992	WORKERS' COMPENSATION	10-15-5030		1,012	
149	115	457	UNEMPLOYMENT	10-15-5035		149	
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246,286	186,771	242,675	TOTAL PERSONAL SERVICES			240,456	
			MATERIALS AND SERVICES:				
267	0	2,000	EQUIPMENT MAINTENANCE	10-15-6015		2,000	
1,451	1,598	7,700	OPERATING SUPPLIES	10-15-6030		7,700	
11,593	14,299	35,000	CONTRACT SERVICES	10-15-6090		35,000	
18,700	540	30,000	CONTRACT SERVICES BILLED	10-15-6092		30,000	
0	1,403	2,000	ABATEMENT EXPENSES	10-15-6100		2,000	
4,772	5,809	6,800	INSURANCE/BONDS	10-15-6115		7,600	
0	3,685	8,000	TRAINING/TRAVEL	10-15-6120		8,000	
395	0	400	DUES	10-15-6125		400	
756	740	1,000	COMMUNICATIONS	10-15-6135		1,000	
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37,935	28,072	92,900	TOTAL MATERIAL AND SERVICES			93,700	
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284,220	214,844	335,575	TOTAL PLANNING AND BUILDING			334,156	
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PARKS AND RECREATION BUDGET 2023-24

The 2023-24 Parks and Recreation budget reflects parks and public open space maintenance, park janitorial services and trash collection in parks and various public open spaces. 30 percent of the staff hours for the Public Works and Development Services Deputy Director is allocated to manage 3.5 FTE and two seasonal employees in parks, several contract services providers and providing staff support to the Parks and Recreation Commission. The public works crew will continue to assist with larger projects, such as grading parking lots and setting up for special events.

Parks

Minimal operating expenses are proposed which include: utilities, supplies and materials, training, and grant applications.

Capital improvement projects include: Replacement of the Kidtown play structure, parking lot replacement, covered picnic area, tennis court light poles and other small park improvements.

Salmon Run Golf Course

Operating expenses for Salmon Run Golf Course are included in a management agreement with CourseCo, Inc. The management agreement with CourseCo, Inc. is a 10 year agreement with CPI increases to the fee each year.

Golf course improvement projects during fiscal year 2023-24 included improving storm drainage infrastructure on hole 2.

Projects for 2023-24 and on the horizon that will impact Salmon Run include continuation of irrigation repairs, t-box regrading, cart path and bridge repairs and driving range cover.

CITY OF BROOKINGS
GENERAL FUND

PARKS & RECREATION
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
PARKS & RECREATION							
PERSONAL SERVICES:							
156,799	174,188	184,924	SALARIES & WAGES	10-16-5005	185,141		
3,537	469	1,500	OVERTIME	10-16-5010	1,500		
29,820	30,267	41,629	PERS	10-16-5015	44,245		
11,539	12,527	14,262	FICA	10-16-5020	14,279		
42,520	45,581	38,266	HEALTH INSURANCE	10-16-5025	37,162		
4,836	4,196	4,648	WORKERS' COMPENSATION	10-16-5030	4,649		
160	174	560	UNEMPLOYMENT	10-16-5035	185		
249,211	267,402	285,789	TOTAL PERSONAL SERVICES		287,161		
MATERIALS AND SERVICES:							
5,919	7,727	6,500	EQUIPMENT MAINTENANCE	10-16-6015	6,500		
44,660	45,405	39,000	OPERATING SUPPLIES	10-16-6030	50,000		
3,605	8,115	3,600	CAPELLE EXPENSE	10-16-6060	3,600		
40,632	48,217	35,000	CONTRACT SERVICES	10-16-6090	40,000		
3,038	0	3,500	CHEMICALS	10-16-6110	3,500		
3,966	4,827	5,700	INSURANCE/BONDS	10-16-6115	6,300		
480	631	500	TRAINING/TRAVEL	10-16-6120	500		
23,185	18,393	25,000	UTILITIES	10-16-6130	25,000		
123	1,227	2,500	SUMMER RECREATION PROGRAM	10-16-6175	2,500		
125,607	134,542	121,300	TOTAL MATERIAL AND SERVICES		137,900		
DEBT SERVICE:							
56,658	8,867	9,044	PRINCIPAL	10-16-8005	9,224		
1,476	1,113	937	INTEREST	10-16-8010	757		
58,135	9,980	9,981	TOTAL DEBT SERVICE		9,981		
432,953	411,924	417,070	TOTAL PARKS & RECREATION		435,042		

CITY OF BROOKINGS
GENERAL FUND

GOLF COURSE
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24		
						APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY	
			<u>GOLF COURSE</u>					
347,891	872,943	700,000	MATERIALS AND SERVICES: CONTRACT SERVICES	10-17-6090	900,000			
347,891	872,943	700,000	TOTAL MATERIAL AND SERVICES		900,000			
347,891	872,943	700,000	TOTAL GOLF COURSE		900,000			

SWIMMING POOL BUDGET 2023-24

The 2023-24 Swimming Pool budget reflects the Municipal Swimming Pool operating costs including operating supplies and materials, pool chemicals, utilities as well as one full time manager and eight to twelve part time lifeguards.

Parks and Rec Commission recommended and City Council approved an MOU with South Coast Community Aquatics (SCCA) board of directors to mutually operate the Municipal Pool for the 2023 season. The MOU would allow designated representatives of SCCA, operating as city volunteers, to shadow and offer suggestions regarding the management of the pool during the 2023 season. This would allow SCCA to have a full understanding of pool operations in order to draft a final agreement that would ultimately benefit the city and the community by providing a management structure that in the future would require fewer city resources in staffing and establish a schedule that would seasonally open the pool earlier and close later.

Improvement projects on the horizon include pool resurfacing.

CITY OF BROOKINGS
GENERAL FUND

SWIMMING POOL
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
SWIMMING POOL							
			PERSONAL SERVICES:				
73,444	71,055	82,288	SALARIES & WAGES	10-18-5005	89,548		
1,067	236	0	OVERTIME	10-18-5010	0		
1,374	3,656	4,434	PERS	10-18-5015	4,496		
5,754	5,432	6,296	FICA	10-18-5020	6,851		
2,302	1,927	1,119	WORKERS' COMPENSATION	10-18-5030	1,137		
75	71	247	UNEMPLOYMENT	10-18-5035	90		
84,016	82,378	94,384	TOTAL PERSONAL SERVICES		102,122		
			MATERIALS AND SERVICES:				
3,517	5,633	6,000	OPERATING SUPPLIES	10-18-6030	6,000		
0	0	4,000	BUILDING MAINTENANCE	10-18-6040	4,000		
759	4,916	1,000	CONTRACT SERVICES	10-18-6090	1,000		
6,850	6,431	8,500	CHEMICALS	10-18-6110	8,500		
2,960	3,602	4,200	INSURANCE/BONDS	10-18-6115	4,700		
2,449	2,513	2,500	TRAINING/TRAVEL	10-18-6120	2,500		
29,679	42,683	30,000	UTILITIES	10-18-6130	40,000		
46,214	65,779	56,200	TOTAL MATERIAL AND SERVICES		66,700		
130,230	148,157	150,584	TOTAL SWIMMING POOL		168,822		

CITY OF BROOKINGS
GENERAL FUND

NON-DEPARTMENTAL
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
NON-DEPARTMENTAL							
MATERIALS AND SERVICES:							
12,753	11,910	26,000	OFFICE SUPPLIES	10-19-6005		26,000	
13,156	11,462	17,500	OPERATING SUPPLIES	10-19-6030		17,500	
0	0	2,500	EOC SUPPLIES/TRAINING	10-19-6032		2,500	
26,733	9,882	25,000	BUILDING MAINTENANCE	10-19-6040		25,000	
11,700	9,900	10,000	CUSTODIAL SERVICES	10-19-6085		10,000	
20,202	18,820	34,600	CONTRACT SERVICES	10-19-6090		34,600	
272	970	1,000	BANK FEES	10-19-6101		1,000	
21,709	21,172	23,500	UTILITIES	10-19-6130		23,500	
7,048	6,944	8,000	COMMUNICATIONS	10-19-6135		8,000	
0	544	2,500	COMMUNITY CONTRIBUTION/COUNCIL	10-19-6180		2,500	
1,042	1,682	2,000	EMPLOYEE/VOLUNTEER RECOGNITION	10-19-6182		2,000	
0	0	1,000	ARTS COMMITTEE	10-19-6183		1,000	
0	0	15,000	PEG	10-19-6190		22,000	
114,614	93,286	168,600	TOTAL MATERIAL AND SERVICES			175,600	
TRANSFERS OUT:							
0	0	0	TRANSFER OUT-STREETS	10-19-8510		100,000	
16,000	0	0	TRANSFER OUT-PARKS SDC	10-19-8520		0	
567,537	1,990,000	215,000	TRANSFER OUT-GENERAL RESERVE	10-19-8560		400,000	
51,007	65,350	70,000	TRANSFER OUT - TECHNOLOGY FUND	10-19-8585		75,000	
634,544	2,055,350	285,000	TOTAL TRANSFERS OUT			575,000	
CONTINGENCIES & RESERVES:							
0	0	623,120	CONTINGENCY	10-19-9200		829,411	
0	0	623,120	TOTAL CONTINGENCIES & RESERVES			829,411	
749,158	2,148,636	1,076,720	TOTAL NON-DEPARTMENTAL			1,580,011	
5,569,567	7,774,343	7,009,822	TOTAL FUND EXPENDITURES			8,163,655	

STREET/STORMWATER BUDGET 2023-24

The City of Brookings streets network includes approximately 32 miles of paved roadway and 19 miles of underground pipe storm drain systems. The Streets budget includes equipment, materials and staffing needed to maintain City streets and storm drains.

This year's Streets SRF capital budget includes paving and/or reconstruction of the top priority streets identified for major maintenance using the evaluation criteria in the newly adopted Pavement Management System Plan created by the Dyer Partnership in 2022-23 fiscal year.

Funding for resources to respond to extreme weather events such as flooding, fallen trees and failing roadways is also included in the street/stormwater budget.

The stormwater master plan was completed in June 2016. The dedicated funding sources for the stormwater system is the Stormwater System Replacement Fee and Stormwater System Development charge.

A project to construct sidewalks along the east side of Chetco Avenue from Easy Street to Parkview Drive has been approved for an ODOT administered grant. The total project has been estimated at \$3,237,000 with a \$392,400 local match.

The City received an ODOT Safe Routes To School Grant in 2021 for infill sidewalks on Fern Avenue between Elk Drive and Ransom Avenue as well as pedestrian improvements along Chetco Avenue at Pacific and 5th Street. The first phase was completed in 2022-23. The second phase will include intersections at 5th Street and Hwy 101 and at Pacific Ave and Hwy 101 in 2023-24.

CITY OF BROOKINGS
STREET FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	230,000	NET WORKING CAPITAL	15-09-4910	315,000		
225,657	0	235,000	GRANT REVENUE	15-03-4050	0		
495,183	540,879	475,000	STATE HIGHWAY REVENUE	15-03-4155	500,000		
1,984	1,716	2,200	INTEREST INCOME	15-06-4115	4,000		
18,573	15,350	18,000	OTHER REVENUE	15-06-4140	18,000		
741,397	557,944	960,200	SUBTOTAL		837,000		
			FUND TRANSFER IN:				
0	0	0	TRANSFER IN-GENERAL FUND	15-09-4505	100,000		
18,239	0	0	LOAN PROCEEDS	15-09-4610	0		
18,239	0	0	TOTAL TRANSFERS IN		100,000		
759,636	557,944	960,200	TOTAL RESOURCES		937,000		

CITY OF BROOKINGS
STREET FUND

EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			PERSONAL SERVICES:				
129,195	134,212	143,489	SALARIES & WAGES	15-10-5005		150,656	
1,718	949	1,855	OVERTIME	15-10-5010		1,866	
31,970	35,169	38,981	PERS	15-10-5015		43,441	
9,467	9,686	11,120	FICA	15-10-5020		11,669	
33,700	31,236	32,872	HEALTH INSURANCE	15-10-5025		35,057	
2,726	2,302	2,335	WORKERS' COMPENSATION	15-10-5030		2,118	
130	134	435	UNEMPLOYMENT	15-10-5035		155	
208,906	213,687	231,087	TOTAL PERSONAL SERVICES			244,962	
			MATERIALS AND SERVICES:				
9,370	14,630	8,000	EQUIPMENT MAINTENANCE	15-10-6015		10,000	
1,197	1,522	1,500	UNIFORM ALLOWANCE	15-10-6025		1,500	
31,556	41,742	30,500	OPERATING SUPPLIES	15-10-6030		30,500	
2,732	1,701	3,000	MISC SAFETY SUPPLIES	15-10-6036		3,000	
2,872	1,528	5,000	BUILDING MAINTENANCE	15-10-6040		5,000	
2,824	0	25,000	STORMWATER MAINTENANCE	15-10-6045		25,000	
0	67	8,000	SIDEWALK/ADA MAINTENANCE	15-10-6050		8,000	
19,989	17,998	18,000	STREET MAINTENANCE	15-10-6060		18,000	
83,914	55,618	73,500	CONTRACT SERVICES	15-10-6090		73,500	
5,244	5,232	6,000	TRAFFIC CONTROL	15-10-6091		6,000	
15,466	18,537	22,000	INSURANCE/BONDS	15-10-6115		24,200	
1,124	435	1,500	TRAINING/TRAVEL	15-10-6120		1,500	
11,945	12,921	12,500	UTILITIES	15-10-6130		112,500	
892	880	1,000	COMMUNICATIONS	15-10-6135		1,000	
189,124	172,811	215,500	TOTAL MATERIAL AND SERVICES			319,700	
			CAPITAL OUTLAY:				
18,402	975	0	EQUIPMENT	15-10-7020		0	
0	0	235,000	SCA GRANT	15-10-7026		0	
15,150	0	15,000	EMERGENCY REPAIRS	15-10-7030		15,000	
33,552	975	250,000	TOTAL CAPITAL OUTLAY			15,000	
			DEBT SERVICE:				
18,885	12,293	4,293	PRINCIPAL	15-10-8005		4,357	
704	154	116	INTEREST	15-10-8010		52	
19,589	12,447	4,409	TOTAL DEBT SERVICE			4,409	
			TRANSFERS OUT:				
43,775	46,391	49,870	TRANSFER OUT-GENERAL FUND	15-10-8505		59,087	
12,000	12,000	12,000	TRANSFER OUT-GENERAL RESERVE	15-10-8560		42,000	
6,000	7,000	7,500	TRANSFER OUT - TECHNOLOGY FUND	15-10-8585		8,000	
0	0	50,000	TRANSFER OUT - STREET SRF	15-10-8595		125,000	
61,775	65,391	119,370	TOTAL TRANSFERS OUT			234,087	

CITY OF BROOKINGS
STREET FUND

EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	139,834	CONTINGENCIES & RESERVES: CONTINGENCY	15-10-9200	118,842		
0	0	139,834	TOTAL CONTINGENCIES & RESERVES		118,842		
512,947	465,310	960,200	TOTAL FUND EXPENDITURES		937,000		

CITY OF BROOKINGS
WATER FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	230,000	NET WORKING CAPITAL	20-09-4910	165,000		
1,780,395	1,766,391	1,855,000	UTILITY USER FEES	20-04-4160	2,009,000		
41,904	22,986	30,000	UTILITY CONNECTION FEES	20-04-4165	30,000		
11,721	4,026	8,000	INTEREST INCOME	20-06-4115	8,000		
50,682	44,362	40,000	OTHER REVENUE	20-06-4140	40,000		
1,884,703	1,837,764	2,163,000	SUBTOTAL		2,252,000		
			FUND TRANSFER IN:				
18,239	0	0	LOAN PROCEEDS	20-09-4610	0		
18,239	0	0	TOTAL TRANSFERS IN		0		
1,902,941	1,837,764	2,163,000	TOTAL RESOURCES		2,252,000		

CITY OF BROOKINGS
WATER FUND

EXPENDITURE SUMMARY

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
368,294	384,250	404,558	PERSONAL SERVICES:				
25,846	27,352	28,833	WATER DISTRIBUTION		432,204		
			WATER TREATMENT		30,042		
394,140	411,602	433,391	TOTAL PERSONAL SERVICES		462,246		
175,505	192,141	197,800	MATERIALS AND SERVICES:				
487,541	507,429	545,780	WATER DISTRIBUTION		183,800		
			WATER TREATMENT		574,515		
663,047	699,570	743,580	TOTAL MATERIAL AND SERVICES		758,315		
58,245	20,326	50,000	CAPITAL OUTLAY:				
0	5,456	10,000	WATER DISTRIBUTION		50,000		
			WATER TREATMENT		10,000		
58,245	25,781	60,000	TOTAL CAPITAL OUTLAY		60,000		
5,153	6,328	25,483	DEBT SERVICES:				
538	465	2,811	PRINCIPAL	20-21-8005	26,066		
2,011	2,099	2,190	INTEREST	20-21-8010	2,088		
373	286	195	PRINCIPAL	20-22-8005	2,286		
			INTEREST	20-22-8010	100		
8,075	9,177	30,679	TOTAL DEBT SERVICES		30,540		
24,000	24,000	24,000	TRANSFERS OUT:				
142,377	145,468	157,804	TRANSFER OUT-GENERAL RESERVE	20-21-8560	24,000		
335,000	110,000	0	TRANSFER OUT-GENERAL FUND	20-22-8505	171,680		
331,026	331,026	562,892	TRANSFER OUT - WATER SRF	20-22-8565	0		
6,500	7,000	7,500	TRANSFER OUT - WATER LOAN FUND	20-22-8576	562,892		
			TRANSFER OUT - TECHNOLOGY FUND	20-22-8585	8,000		
838,903	617,494	752,196	TOTAL TRANSFERS OUT		766,572		
0	0	143,154	CONTINGENCIES & RESERVES:				
			WATER TREATMENT		174,327		
0	0	143,154	TOTAL CONTINGENCIES & RESERVES		174,327		
1,962,410	1,763,625	2,163,000	TOTAL FUND EXPENDITURES		2,252,000		

WATER DISTRIBUTION BUDGET 2023-24

The water distribution network delivers treated, potable water through approximately 56 miles of piping, nine pump stations and 11 reservoirs, with a total capacity of 4.0 million gallons to serve 3,342 connections.

The City was awarded funding in 2021 through Business Oregon's Safe Drinking Water Revolving Loan Fund to complete water distribution projects in 2022-23 including water line replacements on Alder Street, 7th Street, Dodge Avenue, Memory Lane, Eastwood Lane and Pacific View area, replacement of Tidewater Reservoir and the interior painting of the Marine Drive reservoir. All of the projects were completed in 2022-23 except the replacement of Tidewater Reservoir.

Staff continues to implement the backflow program to protect the integrity of the City water system. All City owned facilities that require backflow devices are compliant and most private systems have been checked for compliance. Annual backflow device testing and documentation has been implemented and is ongoing.

CITY OF BROOKINGS
WATER FUND

WATER DISTRIBUTION
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
WATER DISTRIBUTION							
PERSONAL SERVICES:							
218,909	227,363	240,998	SALARIES & WAGES	20-21-5005		255,064	
8,654	12,482	9,379	OVERTIME	20-21-5010		9,400	
54,790	61,621	67,261	PERS	20-21-5015		75,757	
16,414	17,169	19,155	FICA	20-21-5020		20,327	
63,010	59,662	60,892	HEALTH INSURANCE	20-21-5025		65,777	
6,290	5,714	6,122	WORKERS' COMPENSATION	20-21-5030		5,615	
227	239	751	UNEMPLOYMENT	20-21-5035		264	
368,294	384,250	404,558	TOTAL PERSONAL SERVICES			432,204	
MATERIALS AND SERVICES:							
5,331	6,176	6,700	OFFICE SUPPLIES	20-21-6005		6,700	
8,698	8,259	8,000	EQUIPMENT MAINTENANCE	20-21-6015		8,000	
988	1,775	1,500	UNIFORM ALLOWANCE	20-21-6025		1,500	
76,227	59,354	77,000	OPERATING SUPPLIES	20-21-6030		80,000	
775	216	5,000	BACKFLOW PREVENTION	20-21-6032		5,000	
3,012	2,162	3,400	MISC SAFETY SUPPLIES	20-21-6036		3,400	
3,161	1,500	5,000	BUILDING MAINTENANCE	20-21-6040		5,000	
1,762	558	6,700	GIS UPDATE/MAINTENANCE	20-21-6055		6,700	
17,411	53,011	20,000	LEGAL SERVICES	20-21-6065		0	
25,723	21,415	20,000	CONTRACT SERVICES	20-21-6090		20,000	
7,579	8,619	7,000	BANK FEES	20-21-6101		7,000	
17,176	20,620	24,000	INSURANCE/BONDS	20-21-6115		27,000	
993	783	3,500	TRAINING/TRAVEL	20-21-6120		3,500	
3,656	4,710	7,000	UTILITIES	20-21-6130		7,000	
3,012	2,983	3,000	COMMUNICATIONS	20-21-6135		3,000	
175,505	192,141	197,800	TOTAL MATERIAL AND SERVICES			183,800	
CAPITAL OUTLAY:							
54,493	16,878	35,000	EQUIPMENT	20-21-7020		35,000	
3,752	3,448	15,000	EMERGENCY REPAIRS	20-21-7030		15,000	
58,245	20,326	50,000	TOTAL CAPITAL OUTLAY			50,000	
DEBT SERVICE:							
5,153	6,328	25,483	PRINCIPAL	20-21-8005		26,086	
538	465	2,811	INTEREST	20-21-8010		2,088	
5,691	6,792	28,294	TOTAL DEBT SERVICE			28,154	
TRANSFERS OUT:							
24,000	24,000	24,000	TRANSFER OUT-GENERAL RESERVE	20-21-8560		24,000	
24,000	24,000	24,000	TOTAL TRANSFERS OUT			24,000	

CITY OF BROOKINGS
WATER FUND

WATER DISTRIBUTION
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24		ADOPTED BY GOVERNING BODY
					APPROVED BY COMMITTEE			
631,735	627,510	704,652	TOTAL WATER DISTRIBUTION		718,158			

WATER TREATMENT BUDGET 2023-24

The City treatment facility contracted water and wastewater treatment to Jacobs, (previously CH2M) beginning in March 2018. This dramatically changed the budget by eliminating direct personnel cost, repair/maintenance and providing for payment of a contract service fee. This year's increase to the contract is 7.0% for 2023-24. The Consumer Price Index for water, sewer and trash collection services was 6.25%. Jacobs is asking for 5.8% and a increase to the repairs budget of 1.2% requested by City.

The City treats water extracted from a Ranney groundwater collector adjacent to the Chetco River 24 hours a day, 7 days a week meeting Oregon Health Authority (OHA) treated potable water standards. In 2021-2022 approximately 412.154 million gallons of water was disinfected using chlorine. The 2021-2022 annual average water demand was about 1.129 million gallons per day. The maximum day water demand for 2021-2022 was 2.083 million gallons, up from 1.907 in 2020-2021.

CITY OF BROOKINGS
WATER FUND

WATER TREATMENT
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>WATER TREATMENT</u>							
PERSONAL SERVICES:							
16,753	17,761	18,700	SALARIES & WAGES	20-22-5005		19,431	
4,459	4,953	5,265	PERS	20-22-5015		5,830	
1,215	1,262	1,447	FICA	20-22-5020		1,506	
3,265	3,242	3,323	HEALTH INSURANCE	20-22-5025		3,218	
138	118	40	WORKERS' COMPENSATION	20-22-5030		37	
17	18	58	UNEMPLOYMENT	20-22-5035		20	
25,846	27,352	28,833	TOTAL PERSONAL SERVICES			30,042	
MATERIALS AND SERVICES:							
4,765	4,787	9,000	PERMITS	20-22-6010		9,000	
459,562	474,369	503,780	CONTRACT SERVICES	20-22-6090		528,515	
23,214	28,273	33,000	INSURANCE/BONDS	20-22-6115		37,000	
487,541	507,429	545,780	TOTAL MATERIAL AND SERVICES			574,515	
CAPITAL OUTLAY:							
0	5,456	10,000	EMERGENCY REPAIRS	20-22-7030		10,000	
0	5,456	10,000	TOTAL CAPITAL OUTLAY			10,000	
DEBT SERVICE:							
2,011	2,099	2,190	PRINCIPAL	20-22-8005		2,286	
373	286	195	INTEREST	20-22-8010		100	
2,384	2,384	2,385	TOTAL DEBT SERVICE			2,386	
TRANSFERS OUT:							
142,377	145,468	157,804	TRANSFER OUT-GENERAL FUND	20-22-8505		171,680	
335,000	110,000	0	TRANSFER OUT - WATER SRF	20-22-8565		0	
331,026	331,026	562,892	TRANSFER OUT - WATER LOAN FUND	20-22-8576		562,892	
6,500	7,000	7,500	TRANSFER OUT - TECHNOLOGY FUND	20-22-8585		8,000	
814,903	593,494	728,196	TOTAL TRANSFERS OUT			742,572	
CONTINGENCIES & RESERVES:							
0	0	143,154	CONTINGENCY	20-22-9200		174,327	
0	0	143,154	TOTAL CONTINGENCIES & RESERVES			174,327	
1,330,675	1,136,115	1,458,348	TOTAL WATER TREATMENT			1,533,842	

CITY OF BROOKINGS
WATER FUND

{SEGTITLE[D DEPARTMENT];
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
1,962,410	1,763,625	2,163,000	TOTAL FUND EXPENDITURES			2,252,000	

CITY OF BROOKINGS
WASTEWATER FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	370,000	NET WORKING CAPITAL	25-09-4910	430,000		
2,762,015	2,862,325	2,885,000	UTILITY USER FEES	25-04-4160	3,068,000		
11,097	6,800	12,000	UTILITY CONNECTION FEES	25-04-4165	12,000		
284,886	335,903	350,000	HSD OPERATIONS	25-04-4200	340,000		
27,527	18,241	30,000	HSD CAPITAL IMPROVEMENTS	25-04-4210	40,000		
(84,319)	(114,466)	(50,000)	SDC CREDITS	25-04-4211	(50,000)		
6,300	6,300	6,300	HSD INTERCEPTOR	25-04-4220	6,300		
275,000	275,000	275,000	HSD DEBT SERVICE	25-04-4230	150,000		
18,033	10,814	10,000	INTEREST INCOME	25-06-4115	15,000		
404	0	0	OTHER REVENUE	25-06-4140	0		
3,300,943	3,400,916	3,888,300	SUBTOTAL		4,011,300		
			FUND TRANSFER IN:				
18,239	0	0	LOAN PROCEEDS	25-09-4610	0		
18,239	0	0	TOTAL TRANSFERS IN		0		
<u>3,319,182</u>	<u>3,400,916</u>	<u>3,888,300</u>	TOTAL RESOURCES		<u>4,011,300</u>		

CITY OF BROOKINGS
WASTEWATER FUND

EXPENDITURE SUMMARY

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			PERSONAL SERVICES:				
557,319	573,385	624,241	WASTEWATER COLLECTION		675,298		
38,769	41,029	43,586	WASTEWATER TREATMENT		45,461		
596,088	614,414	667,827	TOTAL PERSONAL SERVICES		720,759		
			MATERIALS AND SERVICES:				
117,997	120,262	235,500	WASTEWATER COLLECTION		290,500		
938,100	1,000,621	1,118,925	WASTEWATER TREATMENT		1,219,029		
1,056,097	1,120,883	1,354,425	TOTAL MATERIAL AND SERVICES		1,509,529		
			CAPITAL OUTLAY:				
31,679	4,682	15,000	WASTEWATER COLLECTION		15,000		
0	0	15,000	WASTEWATER TREATMENT		15,000		
31,679	4,682	30,000	TOTAL CAPITAL OUTLAY		30,000		
			DEBT SERVICES:				
5,152	6,328	25,483	PRINCIPAL	25-31-8005	26,066		
538	465	2,811	INTEREST	25-31-8010	2,088		
2,011	2,099	2,190	PRINCIPAL	25-32-8005	2,286		
373	286	195	INTEREST	25-32-8010	100		
8,074	9,177	30,679	TOTAL DEBT SERVICES		30,540		
			TRANSFERS OUT:				
163,311	165,806	180,022	TRANSFER OUT-GENERAL FUND	25-31-8505	193,533		
24,000	24,000	24,000	TRANSFER OUT-GENERAL RESERVE	25-31-8560	24,000		
6,500	8,000	8,500	TRANSFER OUT - TECHNOLOGY FUND	25-31-8585	9,000		
9,920	10,680	11,434	TRANSFER OUT-GENERAL FUND	25-32-8505	13,643		
300,000	225,000	225,000	TRANSFER OUT-SYSTEM REPLACEMNT	25-32-8565	110,000		
1,122,716	1,121,845	1,114,000	TRANSFER OUT-WW LOAN FUND	25-32-8575	1,114,000		
1,626,447	1,555,331	1,562,956	TOTAL TRANSFERS OUT		1,464,176		
			CONTINGENCIES & RESERVES:				
0	0	242,413	WASTEWATER TREATMENT		256,296		
0	0	242,413	TOTAL CONTINGENCIES & RESERVES		256,296		
3,318,385	3,304,487	3,888,300	TOTAL FUND EXPENDITURES		4,011,300		

WASTEWATER COLLECTIONS BUDGET 2023-24

The wastewater collection system consists of approximately 40 miles of sewer collection pipe and 13 lift stations.

The City will continue to smoke test and abate inflow and infiltration (I/I) issues as required by DEQ in the I/I program permit.

It is recommended that sewer rehabilitation strategies be implemented in upcoming CIP budgets as described in the recently completed Wastewater Facilities Plan.

Utility workers respond 24 hours a day, 7 days a week to sanitary sewer overflows resulting from heavy storm events, pipe breaks, and obstructed sewer mains.

The City has been working with USDA-RD on a loan to complete \$30.2 million of wastewater projects in the next three years. Of those projects, \$14.2 million are wastewater collections projects and \$1.8 million are wastewater pump station projects.

CITY OF BROOKINGS
WASTEWATER FUND

WASTEWATER COLLECTION
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
WASTEWATER COLLECTION							
PERSONAL SERVICES:							
339,794	357,698	378,344	SALARIES & WAGES	25-31-5005	404,130		
2,077	1,385	2,749	OVERTIME	25-31-5010	2,770		
79,334	89,182	101,907	PERS	25-31-5015	115,442		
24,824	25,963	29,153	FICA	25-31-5020	31,127		
97,749	87,330	97,685	HEALTH INSURANCE	25-31-5025	109,393		
13,201	11,469	13,260	WORKERS' COMPENSATION	25-31-5030	12,031		
340	358	1,143	UNEMPLOYMENT	25-31-5035	405		
557,319	573,385	624,241	TOTAL PERSONAL SERVICES		675,298		
MATERIALS AND SERVICES:							
5,136	5,990	7,500	OFFICE SUPPLIES	25-31-6005	7,500		
11,264	7,867	8,000	EQUIPMENT MAINTENANCE	25-31-6015	8,000		
844	0	1,500	UNIFORM ALLOWANCE	25-31-6025	1,500		
19,948	17,187	22,500	OPERATING SUPPLIES	25-31-6030	22,500		
2,983	4,046	3,000	MISC SAFETY SUPPLIES	25-31-6036	3,000		
2,723	1,523	5,000	BUILDING MAINTENANCE	25-31-6040	5,000		
0	0	30,000	LINE MAINTENANCE	25-31-6041	30,000		
0	0	49,000	I/I PROGRAM	25-31-6050	100,000		
1,762	558	6,700	GIS UPDATE/MAINTENANCE	25-31-6055	6,700		
21,450	23,365	38,000	CONTRACT SERVICES	25-31-6090	38,000		
0	0	500	ACCOUNT COLLECTION EXPENSE	25-31-6100	500		
18,866	21,460	17,000	BANK FEES	25-31-6101	17,000		
25,995	31,382	37,000	INSURANCE/BONDS	25-31-6115	41,000		
1,183	0	2,500	TRAINING/TRAVEL	25-31-6120	2,500		
3,655	4,709	5,700	UTILITIES	25-31-6130	5,700		
2,187	2,176	1,600	COMMUNICATIONS	25-31-6135	1,600		
117,997	120,262	235,500	TOTAL MATERIAL AND SERVICES		290,500		
CAPITAL OUTLAY:							
18,402	0	0	EQUIPMENT	25-31-7020	0		
13,277	4,682	15,000	EMERGENCY REPAIRS	25-31-7030	15,000		
31,679	4,682	15,000	TOTAL CAPITAL OUTLAY		15,000		
DEBT SERVICE:							
5,152	6,328	25,483	PRINCIPAL	25-31-8005	26,066		
538	465	2,811	INTEREST	25-31-8010	2,088		
5,689	6,792	28,294	TOTAL DEBT SERVICE		28,154		

CITY OF BROOKINGS
WASTEWATER FUND

WASTEWATER COLLECTION
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
			TRANSFERS OUT:				
163,311	165,806	180,022	TRANSFER OUT-GENERAL FUND	25-31-8505	193,533		
24,000	24,000	24,000	TRANSFER OUT-GENERAL RESERVE	25-31-8560	24,000		
6,500	8,000	8,500	TRANSFER OUT - TECHNOLOGY FUND	25-31-8585	9,000		
193,811	197,806	212,522	TOTAL TRANSFERS OUT		226,533		
906,496	902,928	1,115,557	TOTAL WASTEWATER COLLECTION		1,235,485		

WASTEWATER TREATMENT BUDGET 2023-24

The City owns a Grade 3 wastewater treatment plant and 13 sewer lift stations. A total of 451.995 million gallons of sewage were treated in 2021-2022, (342.868 million Brookings, 109.127 million gallons HSD).

The wastewater treatment plant has a design capacity to treat up to 15.5 million gallons per day. Summer flows average less than 1 million gallons per day. The reduced flows to the wastewater treatment plant during rain events illustrate the continued efforts to eliminate I/I in our collections system.

Council approved a contract with Jacobs Engineering (previously CH2M) for Water and Wastewater Treatment services, effective March 12, 2018. The 2023-24 budget reflects the continuation of this agreement. The increase to this contract is 7.0% for 2022-23. The Consumer Price Index for water, sewer, and trash collection services was 6.25%. Jacobs is asking for a 5.8% increase and 1.2 % increase in repairs budget as requested by City.

The City has been working with USDA-RD on a loan to complete \$30.3 million of wastewater projects in the next three years. Of those projects, \$14.2 million are wastewater treatment projects.

CITY OF BROOKINGS
WASTEWATER FUND

WASTEWATER TREATMENT
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
WASTEWATER TREATMENT							
			PERSONAL SERVICES:				
25,129	26,641	28,390	SALARIES & WAGES	25-32-5005		29,543	
6,689	7,429	7,896	PERS	25-32-5015		8,746	
1,822	1,893	2,172	FICA	25-32-5020		2,260	
4,897	4,863	4,983	HEALTH INSURANCE	25-32-5025		4,826	
207	177	60	WORKERS' COMPENSATION	25-32-5030		56	
25	26	85	UNEMPLOYMENT	25-32-5035		30	
38,769	41,029	43,586	TOTAL PERSONAL SERVICES			45,461	
			MATERIALS AND SERVICES:				
13,559	14,860	15,000	PERMITS	25-32-6010		15,000	
892,091	920,092	977,925	CONTRACT SERVICES	25-32-6090		1,057,029	
0	26,167	80,000	CONTRACT SERVICES-OTHER	25-32-6091		95,000	
32,450	39,502	46,000	INSURANCE/BONDS	25-32-6115		52,000	
938,100	1,000,621	1,118,925	TOTAL MATERIAL AND SERVICES			1,219,029	
			CAPITAL OUTLAY:				
0	0	15,000	EMERGENCY REPAIRS	25-32-7030		15,000	
0	0	15,000	TOTAL CAPITAL OUTLAY			15,000	
			DEBT SERVICE:				
2,011	2,099	2,190	PRINCIPAL	25-32-8005		2,286	
373	286	195	INTEREST	25-32-8010		100	
2,384	2,384	2,385	TOTAL DEBT SERVICE			2,386	
			TRANSFERS OUT:				
9,920	10,680	11,434	TRANSFER OUT-GENERAL FUND	25-32-8505		13,643	
300,000	225,000	225,000	TRANSFER OUT-SYSTEM REPLACEMNT	25-32-8565		110,000	
1,122,716	1,121,845	1,114,000	TRANSFER OUT-WW LOAN FUND	25-32-8575		1,114,000	
1,432,636	1,357,525	1,350,434	TOTAL TRANSFERS OUT			1,237,643	
			CONTINGENCIES & RESERVES:				
0	0	242,413	CONTINGENCY	25-32-9200		256,296	
0	0	242,413	TOTAL CONTINGENCIES & RESERVES			256,296	
2,411,889	2,401,559	2,772,743	TOTAL WASTEWATER TREATMENT			2,775,815	

CITY OF BROOKINGS
WASTEWATER FUND

{SEGTITLE[D DEPARTMENT]}
EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
3,318,385	3,304,487	3,888,300	TOTAL FUND EXPENDITURES			4,011,300	

9-1-1 FUND BUDGET 2023-2024

The 9-1-1 fund is a special revenue fund used to account for proceeds of specified revenue sources that are legally restricted to expenditures for special purposes. The primary revenue source in the past has been all of the City's apportionment of the State of Oregon's telephone tax revenues. Curry County forwards approximately 51% of their telephone tax revenues to the City for providing the 9-1-1 and dispatch services in the unincorporated areas in the southern portion of the County. Primarily, expenditures from this fund are for the operations of the 9-1-1 center, maintenance, and replacement of 9-1-1 and paging equipment.

A priority is saving toward the purchase of capital equipment related to the replacement of core components of the communications system. Reliable components are critical to maintaining communications with Police, Fire, Ambulance and Public Works.

CITY OF BROOKINGS
911 FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	210,000	NET WORKING CAPITAL	30-09-4910	215,000		
201,474	248,711	200,000	911 REVENUE - COUNTY	30-03-4180	200,000		
49,184	61,111	60,000	911 REVENUE - CITY	30-03-4185	60,000		
3,336	1,284	1,500	INTEREST INCOME	30-06-4115	2,000		
253,994	311,106	471,500	SUBTOTAL		477,000		
253,994	311,106	471,500	TOTAL RESOURCES		477,000		

CITY OF BROOKINGS
911 FUND

EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>EXPENDITURES</u>							
			MATERIALS AND SERVICES:				
0	0	500	OFFICE SUPPLIES	30-10-6005		500	
6,061	4,692	10,000	OPERATING SUPPLIES	30-10-6030		10,000	
0	0	2,400	MISCELLANEOUS	30-10-6036		2,400	
210	0	500	BUILDING MAINTENANCE	30-10-6040		500	
5,272	4,035	3,400	CONTRACT SERVICES	30-10-6090		3,400	
3,970	4,831	6,000	INSURANCE/BONDS	30-10-6115		6,300	
1,191	310	3,000	TRAINING/TRAVEL	30-10-6120		3,000	
10,801	8,787	5,000	COMMUNICATIONS	30-10-6135		5,000	
27,505	22,655	30,800	TOTAL MATERIAL AND SERVICES			31,100	
CAPITAL OUTLAY:							
44,353	4,440	115,000	EQUIPMENT REPLACEMENT	30-10-7021		115,000	
44,353	4,440	115,000	TOTAL CAPITAL OUTLAY			115,000	
DEBT SERVICE:							
20,111	20,985	21,899	PRINCIPAL	30-10-8005		22,851	
3,734	2,859	1,947	INTEREST	30-10-8010		995	
23,845	23,845	23,846	TOTAL DEBT SERVICE			23,846	
TRANSFERS OUT:							
155,000	160,000	165,000	TRANSFER OUT-GENERAL FUND	30-10-8505		165,000	
2,100	3,000	3,200	TRANSFER OUT - TECHNOLOGY FUND	30-10-8585		3,300	
157,100	163,000	168,200	TOTAL TRANSFERS OUT			168,300	
CONTINGENCIES & RESERVES:							
0	0	133,654	CONTINGENCY	30-10-9200		138,754	
0	0	133,654	TOTAL CONTINGENCIES & RESERVES			138,754	
252,803	213,940	471,500	TOTAL EXPENDITURES			477,000	
252,803	213,940	471,500	TOTAL FUND EXPENDITURES			477,000	

CITY OF BROOKINGS
TOURISM FUND

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	150,000	NET WORKING CAPITAL	32-09-4910	92,000		
80,302	99,921	66,000	TRANSIENT ROOM TAXES	32-01-4020	75,000		
11,899	14,305	15,000	AZALEA FESTIVAL REVENUE	32-01-4025	15,000		
0	57,957	40,000	FOURTH OF JULY REVENUE	32-01-4027	0		
34,240	80	0	DINE TO STAY - CITY	32-01-4029	0		
30,820	120	0	DINE TO STAY - COUNTY	32-01-4030	0		
180	692	200	INTEREST INCOME	32-06-4115	500		
157,441	173,075	271,200	SUBTOTAL		182,500		
157,441	173,075	271,200	TOTAL RESOURCES		182,500		

CITY OF BROOKINGS
TOURISM FUND

EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>EXPENDITURES</u>							
PERSONAL SERVICES:							
13,683	13,615	22,959	SALARIES & WAGES	32-10-5005		34,392	
144	0	0	OVERTIME	32-10-5010		0	
1,650	3,142	5,889	PERS	32-10-5015		9,344	
1,045	1,050	1,757	FICA	32-10-5020		2,631	
1,033	843	844	HEALTH INSURANCE	32-10-5025		860	
21	32	28	WORKERS' COMPENSATION	32-10-5030		38	
13	14	69	UNEMPLOYMENT	32-10-5035		34	
17,589	18,696	31,546	TOTAL PERSONAL SERVICES			47,299	
MATERIALS AND SERVICES:							
15	680	1,000	OPERATING SUPPLIES	32-10-6030		1,000	
5,470	10,521	128,602	CONTRACT SERVICES-EVENTS	32-10-6090		62,539	
0	2,000	7,000	RECURRING ANNUAL EVENTS	32-10-6095		7,000	
0	0	2,000	TRAINING/TRAVEL	32-10-6120		2,000	
10,272	10,517	15,000	AZALEA FESTIVAL EXPENDITURES	32-10-6125		15,000	
0	15,415	40,000	FOURTH OF JULY EXPENDITURES	32-10-6127		0	
32,383	124	0	DINE TO STAY-CITY	32-10-6130		0	
29,271	131	0	DINE TO STAY - COUNTY	32-10-6135		0	
77,410	39,387	193,602	TOTAL MATERIAL AND SERVICES			87,539	
TRANSFERS OUT:							
15,360	15,403	16,052	TRANSFER OUT - GENERAL FUND	32-10-8505		17,662	
15,360	15,403	16,052	TOTAL TRANSFERS OUT			17,662	
CONTINGENCIES & RESERVES:							
0	0	30,000	CONTINGENCY	32-10-9200		30,000	
0	0	30,000	TOTAL CONTINGENCIES & RESERVES			30,000	
110,360	73,486	271,200	TOTAL EXPENDITURES			182,500	
110,360	73,486	271,200	TOTAL FUND EXPENDITURES			182,500	

AIRPORT BUDGET 2023-24

The City purchased Brookings Municipal Airport in 2018 from Curry County. Along with operations, this budget includes projects in the five year Airport Master Plan, primarily financed by FAA and State of Oregon Department of Aviation Grants.

An airport terminal project is needed in the future and overall infrastructure improvements are identified in the Airport Master Plan that has been completed.

Current engineer contract with Century West for design of airport taxiway and apron surface seal project.

CITY OF BROOKINGS
AIRPORT

RESOURCES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	55,000	NET WORKING CAPITAL	33-09-4910	75,000		
253,747	161,128	252,000	GRANT REVENUE	33-03-4050	352,000		
2,855	2,993	3,100	FEES	33-04-4105	3,100		
28,563	29,252	28,800	RENTS	33-04-4115	34,000		
0	65	0	INTEREST INCOME	33-06-4115	500		
285,165	193,439	338,900	SUBTOTAL		464,600		
285,165	193,439	338,900	TOTAL RESOURCES		464,600		

CITY OF BROOKINGS
AIRPORT

EXPENDITURES

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION EXPENDITURES	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>EXPENDITURES</u>							
			PERSONAL SERVICES:				
7,224	7,543	8,382	SALARIES & WAGES	33-10-5005	6,887		
1,702	1,935	2,150	PERS	33-10-5015	1,871		
533	518	641	FICA	33-10-5020	527		
2,073	2,096	2,098	HEALTH INSURANCE	33-10-5025	1,604		
115	94	19	WORKERS' COMPENSATION	33-10-5030	14		
7	7	25	UNEMPLOYMENT	33-10-5035	7		
11,655	12,194	13,315	TOTAL PERSONAL SERVICES		10,910		
			MATERIALS AND SERVICES:				
1,807	4,205	2,500	OPERATING SUPPLIES	33-10-6030	2,500		
4,346	1,545	5,000	CONTRACT SERVICES	33-10-6090	5,000		
3,019	3,019	5,500	INSURANCE/BONDS	33-10-6115	5,500		
4,589	5,230	6,000	UTILITIES	33-10-6130	6,000		
13,761	13,999	19,000	TOTAL MATERIAL AND SERVICES		19,000		
			CAPITAL OUTLAY:				
230,051	36,590	0	MASTER PLAN	33-10-7010	0		
0	0	272,900	CONSTRUCTION	33-10-7025	391,000		
230,051	36,590	272,900	TOTAL CAPITAL OUTLAY		391,000		
			CONTINGENCIES & RESERVES:				
0	0	33,685	CONTINGENCY	33-10-9200	43,690		
0	0	33,685	TOTAL CONTINGENCIES & RESERVES		43,690		
255,467	62,783	338,900	TOTAL EXPENDITURES		464,600		
255,467	62,783	338,900	TOTAL FUND EXPENDITURES		464,600		

CITY OF BROOKINGS
GOVERNMENTAL LOAN FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	126,000	OTHER REVENUE	44-06-4140	125,256		
0	92,722	0	OTHER REVENUE	44-08-4140	0		
0	92,722	126,000	SUBTOTAL		125,256		
0	92,722	126,000	TOTAL RESOURCES		125,256		
<u>EXPENDITURES</u>							
DEBT SERVICE:							
0	89,353	117,000	PRINCIPAL PAYMENTS	44-10-8005	116,451		
0	3,368	9,000	INTEREST PAYMENTS	44-10-8010	8,805		
0	92,722	126,000	TOTAL DEBT SERVICE		125,256		
0	92,722	126,000	TOTAL EXPENDITURES		125,256		
0	92,722	126,000	TOTAL FUND EXPENDITURES		125,256		

CITY OF BROOKINGS
WATER LOAN FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	331,026	NET WORKING CAPITAL	45-09-4910	499,026		
0	0	331,026	SUBTOTAL		499,026		
			FUND TRANSFER IN:				
331,026	331,026	562,892	TRANSFER IN-WATER FUND	45-09-4515	562,892		
183,006	180,630	168,000	TRANSFER IN - WATER SRF	45-09-4531	0		
514,032	511,656	730,892	TOTAL TRANSFERS IN		562,892		
514,032	511,656	1,061,918	TOTAL RESOURCES		1,061,918		
			EXPENDITURES				
			DEBT SERVICE:				
451,628	460,191	454,972	PRINCIPAL PAYMENTS	45-10-8005	463,894		
62,403	51,466	107,920	INTEREST PAYMENTS	45-10-8010	98,998		
514,032	511,656	562,892	TOTAL DEBT SERVICE		562,892		
0	0	499,026	CONTINGENCIES/UNAPPROPRIATED: UNAPPROPRIATED ENDING FUND BAL	45-10-9300	499,026		
0	0	499,026	TOTAL CONTINGENCIES/UNAPPROPRIATED		499,026		
514,032	511,656	1,061,918	TOTAL EXPENDITURES		1,061,918		
514,032	511,656	1,061,918	TOTAL FUND EXPENDITURES		1,061,918		

CITY OF BROOKINGS
STORM LOAN FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
<u>FUND TRANSFER IN:</u>							
4,914	4,914	4,918	TRANSFER IN - STREETS SRF	46-09-4530	0		
2,853	2,853	2,855	TRANSFER IN - WATER SRF	46-09-4531	0		
34,240	34,240	34,265	TRANSFER IN - WASTEWATER SRF	46-09-4532	0		
55,006	55,006	55,047	TRANSFER IN - STORMWATER SRF	46-09-4533	0		
97,013	97,013	97,085	TOTAL TRANSFERS IN		0		
97,013	97,013	97,085	TOTAL RESOURCES		0		
<u>EXPENDITURES</u>							
DEBT SERVICE:							
90,405	92,752	95,233	PRINCIPAL PAYMENTS	46-10-8005	0		
6,608	4,261	1,852	INTEREST PAYMENTS	46-10-8010	0		
97,013	97,013	97,085	TOTAL DEBT SERVICE		0		
97,013	97,013	97,085	TOTAL EXPENDITURES		0		
97,013	97,013	97,085	TOTAL FUND EXPENDITURES		0		

CITY OF BROOKINGS
WASTEWATER LOAN FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	1,122,716	NET WORKING CAPITAL	47-09-4910	1,122,716		
0	0	1,122,716	SUBTOTAL		1,122,716		
			FUND TRANSFER IN:				
1,122,716	1,121,845	1,114,000	TRANSFER IN-WASTEWATER FUND	47-09-4520	1,114,000		
113,962	111,690	0	TRANSFER IN - WW SRF	47-09-4532	0		
1,236,678	1,233,535	1,114,000	TOTAL TRANSFERS IN		1,114,000		
1,236,678	1,233,535	2,236,716	TOTAL RESOURCES		2,236,716		
			EXPENDITURES				
			DEBT SERVICE:				
1,184,327	1,210,859	612,000	PRINCIPAL PAYMENTS	47-10-8005	612,000		
52,351	22,676	502,000	INTEREST PAYMENTS	47-10-8010	502,000		
1,236,678	1,233,534	1,114,000	TOTAL DEBT SERVICE		1,114,000		
			CONTINGENCIES/UNAPPROPRIATED:				
0	0	1,122,716	DEQ RESERVE	47-10-9100	1,122,716		
0	0	1,122,716	TOTAL CONTINGENCIES/UNAPPROPRIATED		1,122,716		
1,236,678	1,233,534	2,236,716	TOTAL EXPENDITURES		2,236,716		
1,236,678	1,233,534	2,236,716	TOTAL FUND EXPENDITURES		2,236,716		

CITY OF BROOKINGS
TECHNOLOGY RESERVE REVENUE

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	25,000	NET WORKING CAPITAL	49-09-4910	31,500		
541	27	150	INTEREST INCOME	49-06-4115	150		
541	27	25,150	SUBTOTAL		31,650		
			FUND TRANSFER IN:				
51,007	65,350	70,000	TRANSFER IN-GENERAL FUND	49-09-4505	75,000		
6,000	7,000	7,500	TRANSFER IN-STREET FUND	49-09-4510	8,000		
6,500	7,000	7,500	TRANSFER IN-WATER FUND	49-09-4515	8,000		
6,500	8,000	8,500	TRANSFER IN-WASTEWATER FUND	49-09-4520	9,000		
2,100	3,000	3,200	TRANSFER IN - 911 FUND	49-09-4525	3,300		
72,107	90,350	96,700	TOTAL TRANSFERS IN		103,300		
72,648	90,377	121,850	TOTAL RESOURCES		134,950		
			TECHNOLOGY RESRVE EXPENDITURES				
			MATERIALS AND SERVICES:				
14,909	16,316	17,000	CONTRACT SERVICES	49-10-6090	17,000		
14,909	16,316	17,000	TOTAL MATERIAL AND SERVICES		17,000		
			CAPITAL OUTLAY:				
0	0	25,000	COPIER	49-10-7015	25,000		
0	1,994	3,000	EQUIPMENT	49-10-7020	3,000		
15,933	16,899	20,000	COMPUTER HARDWARE	49-10-7030	20,000		
15,933	18,893	48,000	TOTAL CAPITAL OUTLAY		48,000		
			TRANSFERS OUT:				
50,200	51,500	53,200	TRANSFER OUT - GENERAL FUND	49-10-8505	65,500		
50,200	51,500	53,200	TOTAL TRANSFERS OUT		65,500		
			CONTINGENCIES/UNAPPROPRIATED:				
0	0	3,650	CONTINGENCY	49-10-9200	4,450		
0	0	3,650	TOTAL CONTINGENCIES/UNAPPROPRIATED		4,450		
81,043	86,709	121,850	TOTAL TECHNOLOGY RESRVE EXPENDITU		134,950		

CITY OF BROOKINGS
TECHNOLOGY RESERVE REVENUE

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
81,043	86,709	121,850	TOTAL FUND EXPENDITURES		134,950		

CAPITAL PROJECTS RESERVE FUND

2023-24

The Capital Projects Reserve Fund's primary source of revenue is transfers from other funds. The fund is a general reserve fund used to account for large capital purchases.

An amount may be transferred annually, when General Fund revenues are more than anticipated and/or expenditures are less than anticipated. Those amounts can be used at a later date for capital purchases, including matches for grants. Additional funds were transferred from the increase in revenues from Curry Transfer and Recycling franchise agreement and the new Coos Curry Electric franchise agreement estimate.

Included in the 2023-24 budget is equipment replacement and improvements for the Public Safety radio system, new police training facility, four replacement Self Contained Breathing Apparatus (SCBA) packs for the fire department, savings for the future purchase of a backhoe for Public Works, development of the Capella patio, small park projects, improvements at Salmon Run Golf Course, fire hall apron repair and savings for a future fire truck purchase.

The budget also includes savings for a grant match for the replacement of Kidtown.

CITY OF BROOKINGS
CAPITAL PROJECTS RESERVE FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY OFFICER	ADOPTED BY GOVERNING BODY
0	0	1,440,000	NET WORKING CAPITAL	50-09-4910	2,530,000	
0	0	719,247	GRANTS	50-03-4050	586,056	
902	4,115	1,000	INTEREST INCOME	50-06-4115	2,000	
0	61,875	0	OTHER REVENUE	50-06-4140	0	
902	65,990	2,160,247	SUBTOTAL		3,118,056	
			FUND TRANSFER IN:			
567,537	1,990,000	215,000	TRANSFER IN-GENERAL FUND	50-09-4505	400,000	
12,000	12,000	12,000	TRANSFER IN-STREET FUND	50-09-4510	42,000	
24,000	24,000	24,000	TRANSFER IN-WATER FUND	50-09-4515	24,000	
24,000	24,000	24,000	TRANSFER IN-WASTEWATER FUND	50-09-4520	24,000	
0	200,000	0	LOAN PROCEEDS	50-09-4610	0	
627,537	2,250,000	275,000	TOTAL TRANSFERS IN		490,000	
628,439	2,315,990	2,435,247	TOTAL RESOURCES		3,608,056	
			EXPENDITURES			
			MATERIALS AND SERVICES:			
0	0	5,000	CONTRACT SERVICES	50-10-6090	5,000	
0	0	5,000	TOTAL MATERIAL AND SERVICES		5,000	
			CAPITAL OUTLAY:			
0	400,068	100,000	EQUIPMENT-PW	50-10-7020	190,000	
81,711	65,098	195,000	EQUIPMENT - POLICE	50-10-7021	285,000	
2,894	15,308	10,000	EOC EQUIPMENT	50-10-7022	20,000	
65,547	20,150	71,000	PARKS PROJECTS	50-10-7024	67,000	
60,338	0	565,348	CONSTRUCTION	50-10-7025	1,542,157	
0	0	1,438,899	ARPA-SLFRF	50-10-7026	1,438,899	
46,395	48,351	50,000	GOLF COURSE	50-10-7027	50,000	
0	0	0	AIRPORT	50-10-7028	10,000	
256,885	548,974	2,430,247	TOTAL CAPITAL OUTLAY		3,603,056	
256,885	548,974	2,435,247	TOTAL EXPENDITURES		3,608,056	
256,885	548,974	2,435,247	TOTAL FUND EXPENDITURES		3,608,056	

CITY OF BROOKINGS
STREET SYSTEM REPLACEMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24				
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY		
0	0	420,000	NET WORKING CAPITAL	51-09-4910	0				
0	99,688	0	GRANT REVENUE	51-01-4050	0				
0	0	0	STGB GRANT	51-01-4051	80,000				
1,803	2,185	2,000	INTEREST INCOME	51-01-4115	2,000				
296,742	331,036	290,000	LOCAL FUEL TAX	51-03-4155	375,000				
298,546	432,910	712,000	SUBTOTAL		457,000				
			FUND TRANSFER IN:						
0	0	50,000	TRANSFER IN-STREET FUND	51-09-4510	125,000				
0	0	50,000	TOTAL TRANSFERS IN		125,000				
298,546	432,910	762,000	TOTAL RESOURCES		582,000				
			<u>STREET SYSTEM REPLACEMENT</u>						
233,611	412,712	757,082	CAPITAL OUTLAY:						
0	0	0	CONSTRUCTION	51-41-7025	502,000				
			CONSTRUCTION - STGB GRANT	51-41-7026	80,000				
233,611	412,712	757,082	TOTAL CAPITAL OUTLAY		582,000				
			TRANSFERS OUT:						
4,914	4,914	4,918	TRANSFER OUT - STORM LOAN FUND	51-41-8550	0				
4,914	4,914	4,918	TOTAL TRANSFERS OUT		0				
238,525	417,626	762,000	TOTAL STREET SYSTEM REPLACEMENT		582,000				
238,525	417,626	762,000	TOTAL FUND EXPENDITURES		582,000				

CITY OF BROOKINGS
WATER SYSTEM REPLACEMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	700,000	NET WORKING CAPITAL	52-09-4910		487,000	
902	4,496	1,000	INTEREST INCOME	52-02-4115		2,000	
155,737	160,725	157,000	SYSTEM REPLACEMENT FEES	52-02-4195		166,000	
65,606	0	0	GRANTS	52-03-4050		0	
0	30	0	OTHER REVENUE	52-06-4140		0	
222,245	165,251	858,000	SUBTOTAL			655,000	
			FUND TRANSFER IN:				
335,000	110,000	0	TRANSFER IN - WATER	52-09-4515		0	
0	457,817	0	LOAN PROCEEDS	52-09-4610		0	
335,000	567,817	0	TOTAL TRANSFERS IN			0	
557,245	733,068	858,000	TOTAL RESOURCES			655,000	
			<u>WATER SYSTEM REPLACEMENT</u>				
33,170	868,658	687,145	CAPITAL OUTLAY: CONSTRUCTION	52-42-7025		655,000	
33,170	868,658	687,145	TOTAL CAPITAL OUTLAY			655,000	
2,853	2,853	2,855	TRANSFERS OUT:			0	
183,006	180,630	168,000	TRANSFER OUT - STORM LOAN FUND	52-42-8550		0	
			TRANSFER OUT - WATER LOAN	52-42-8576		0	
185,859	183,483	170,855	TOTAL TRANSFERS OUT			0	
219,028	1,052,141	858,000	TOTAL WATER SYSTEM REPLACEMENT			655,000	
219,028	1,052,141	858,000	TOTAL FUND EXPENDITURES			655,000	

CITY OF JOKINGS
WASTEWATER SYSTEM REPLACE FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	1,600,000	NET WORKING CAPITAL	53-09-4910	2,814,000		
0	0	2,569,000	GRANT REVENUE	53-03-4050	2,569,000		
9,016	7,642	5,000	INTEREST INCOME	53-03-4115	10,000		
172,637	178,443	178,000	SYSTEM REPLACEMENT FEES	53-03-4195	188,000		
181,654	186,084	4,352,000	SUBTOTAL		5,581,000		
			FUND TRANSFER IN:				
300,000	225,000	225,000	TRANSFER IN - WASTEWATER FUND	53-09-4520	110,000		
0	0	24,996,000	LOAN PROCEEDS	53-09-4610	24,996,000		
300,000	225,000	25,221,000	TOTAL TRANSFERS IN		25,106,000		
481,654	411,084	29,573,000	TOTAL RESOURCES		30,687,000		
			<u>WASTEWATER SYSTEM REPLACEMENT</u>				
			CAPITAL OUTLAY:				
215,260	107,538	1,973,735	CONSTRUCTION	53-43-7025	3,122,000		
0	0	27,565,000	CONSTRUCTION-USDA	53-43-7026	27,565,000		
215,260	107,538	29,538,735	TOTAL CAPITAL OUTLAY		30,687,000		
			TRANSFERS OUT:				
34,240	34,240	34,265	TRANSFER OUT - STORM LOAN FUND	53-43-8550	0		
113,962	111,690	0	TRANSFER OUT - WW LOAN	53-43-8575	0		
148,202	145,930	34,265	TOTAL TRANSFERS OUT		0		
363,462	253,468	29,573,000	TOTAL WASTEWATER SYSTEM REPLACEME		30,687,000		
363,462	253,468	29,573,000	TOTAL FUND EXPENDITURES		30,687,000		

CITY OF BROOKINGS
STORMWATER REPLACEMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	810,000	NET WORKING CAPITAL	54-09-4910	772,000		
214,457	221,540	218,000	SYSTEM REPLACEMENT FEES	54-02-4195	230,000		
2,705	3,903	2,000	INTEREST INCOME	54-03-4115	4,000		
217,162	225,443	1,030,000	SUBTOTAL		1,006,000		
217,162	225,443	1,030,000	TOTAL RESOURCES		1,006,000		
<u>STORMWATER SYSTEM REPLACEMENT</u>							
0	0	974,953	CAPITAL OUTLAY: CONSTRUCTION	54-42-7025	1,006,000		
0	0	974,953	TOTAL CAPITAL OUTLAY		1,006,000		
55,006	55,006	55,047	TRANSFERS OUT: TRANSFER OUT - STORM LOAN FUND	54-42-8550	0		
55,006	55,006	55,047	TOTAL TRANSFERS OUT		0		
55,006	55,006	1,030,000	TOTAL STORMWATER SYSTEM REPLACEME		1,006,000		
55,006	55,006	1,030,000	TOTAL FUND EXPENDITURES		1,006,000		

CITY OF BROOKINGS
STREET SYSTEM DEVELOPMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	684,000	NET WORKING CAPITAL	55-09-4910	65,000		
4,508	3,130	5,000	INTEREST INCOME	55-01-4115	5,000		
30,917	30,111	24,000	IMPROVEMENT FEES	55-01-4205	24,000		
7,578	7,380	6,000	REIMBURSEMENT FEES	55-02-4205	6,000		
0	0	2,844,600	GRANT REVENUE	55-03-4050	2,844,600		
43,003	40,620	3,563,600	SUBTOTAL		2,944,600		
			FUND TRANSFER IN:				
650,000	250,000	0	LOAN PROCEEDS	55-09-4610	0		
650,000	250,000	0	TOTAL TRANSFERS IN		0		
693,003	290,620	3,563,600	TOTAL RESOURCES		2,944,600		
			IMPROVEMENT EXPENDITURES				
			MATERIALS AND SERVICES:				
0	0	1,000	CONTRACT SERVICES	55-51-6090	1,000		
0	0	1,000	TOTAL MATERIAL AND SERVICES		1,000		
			CAPITAL OUTLAY:				
44,102	370,551	59,000	CONSTRUCTION	55-51-7025	0		
44,102	370,551	59,000	TOTAL CAPITAL OUTLAY		0		
44,102	370,551	60,000	TOTAL IMPROVEMENT EXPENDITURES		1,000		
			REIMBURSEMENT EXPENDITURES				
			CAPITAL OUTLAY:				
0	73,355	3,503,600	CONSTRUCTION	55-52-7025	2,943,600		
0	73,355	3,503,600	TOTAL CAPITAL OUTLAY		2,943,600		
0	73,355	3,503,600	TOTAL REIMBURSEMENT EXPENDITURES		2,943,600		

CITY OF BROOKINGS
STREET SYSTEM DEVELOPMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
44,102	443,905	3,563,600	TOTAL FUND EXPENDITURES		2,944,600		

CITY OF BROOKINGS
WATER SYSTEM DEVELOPMENT FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	190,000	NET WORKING CAPITAL	56-09-4910	280,000		
0	887	0	INTEREST INCOME	56-02-4115	1,000		
61,278	52,475	40,000	IMPROVEMENT FEES	56-02-4205	40,000		
11,658	9,984	7,000	REIMBURSEMENT FEES	56-03-4205	7,000		
<u>72,936</u>	<u>63,346</u>	<u>237,000</u>	SUBTOTAL		<u>328,000</u>		
<u>72,936</u>	<u>63,346</u>	<u>237,000</u>	TOTAL RESOURCES		<u>328,000</u>		
			<u>IMPROVEMENT EXPENDITURES</u>				
0	0	190,000	CAPITAL OUTLAY: CONSTRUCTION	56-52-7025	263,000		
0	0	190,000	TOTAL CAPITAL OUTLAY		263,000		
0	0	190,000	TOTAL IMPROVEMENT EXPENDITURES		263,000		
			<u>REIMBURSEMENT EXPENDITURES</u>				
0	0	47,000	CAPITAL OUTLAY: CONSTRUCTION	56-53-7025	65,000		
0	0	47,000	TOTAL CAPITAL OUTLAY		65,000		
0	0	47,000	TOTAL REIMBURSEMENT EXPENDITURES		65,000		
0	0	237,000	TOTAL FUND EXPENDITURES		328,000		

CITY OF BROOKINGS
WASTEWATER SDC

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	1,900,000	NET WORKING CAPITAL	57-09-4910	2,400,000		
3,607	9,409	2,000	INTEREST INCOME	57-03-4115	5,000		
102,344	106,130	60,000	IMPROVEMENT FEES	57-03-4205	70,000		
250,395	271,951	130,000	REIMBURSEMENT FEES	57-04-4205	150,000		
<u>356,346</u>	<u>387,490</u>	<u>2,092,000</u>	SUBTOTAL		<u>2,625,000</u>		
<u>356,346</u>	<u>387,490</u>	<u>2,092,000</u>	TOTAL RESOURCES		<u>2,625,000</u>		
			<u>IMPROVEMENT EXPENDITURES</u>				
0	0	665,500	CAPITAL OUTLAY: CONSTRUCTION	57-54-7025	840,000		
<u>0</u>	<u>0</u>	<u>665,500</u>	TOTAL CAPITAL OUTLAY		<u>840,000</u>		
<u>0</u>	<u>0</u>	<u>665,500</u>	TOTAL IMPROVEMENT EXPENDITURES		<u>840,000</u>		
			<u>REIMBURSEMENT EXPENDITURES</u>				
0	0	1,426,500	CAPITAL OUTLAY: CONSTRUCTION	57-55-7010	1,785,000		
<u>0</u>	<u>0</u>	<u>1,426,500</u>	TOTAL CAPITAL OUTLAY		<u>1,785,000</u>		
<u>0</u>	<u>0</u>	<u>1,426,500</u>	TOTAL REIMBURSEMENT EXPENDITURES		<u>1,785,000</u>		
<u>0</u>	<u>0</u>	<u>2,092,000</u>	TOTAL FUND EXPENDITURES		<u>2,625,000</u>		

CITY OF BROOKINGS
PARKS & REC SYSTEM DEVELOPMENT

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	157,000	NET WORKING CAPITAL	58-09-4910	220,000		
1,082	750	400	INTEREST INCOME	58-04-4115	1,000		
36,616	36,616	15,000	IMPROVEMENT FEES	58-04-4205	20,000		
6,400	6,400	3,000	REIMBURSEMENT FEES	58-05-4205	4,000		
44,098	43,767	175,400	SUBTOTAL		245,000		
			FUND TRANSFER IN:				
16,000	0	0	TRANSFER IN - GENERAL FUND	58-09-4505	0		
16,000	0	0	TOTAL TRANSFERS IN		0		
60,098	43,767	175,400	TOTAL RESOURCES		245,000		
			IMPROVEMENT EXPENDITURES				
			CAPITAL OUTLAY:				
0	0	25,000	CONSTRUCTION	58-56-7025	37,000		
0	0	25,000	TOTAL CAPITAL OUTLAY		37,000		
0	0	25,000	TOTAL IMPROVEMENT EXPENDITURES		37,000		
			REIMBURSEMENT EXPENDITURES				
			CAPITAL OUTLAY:				
0	0	150,400	CONSTRUCTION	58-57-7025	208,000		
0	0	150,400	TOTAL CAPITAL OUTLAY		208,000		
0	0	150,400	TOTAL REIMBURSEMENT EXPENDITURES		208,000		
0	0	175,400	TOTAL FUND EXPENDITURES		245,000		

CITY OF BROOKINGS
STORM DRAIN SYSTEM DEVELOPMENT

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	PROPOSED BY OFFICER	BUDGET FOR NEXT YEAR 2023-24 APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	218,000	NET WORKING CAPITAL	59-09-4910	255,000		
1,803	1,079	1,000	INTEREST INCOME	59-05-4115	1,000		
10,921	10,921	5,000	IMPROVEMENT FEES	59-05-4205	7,000		
15,220	15,220	6,000	REIMBURSEMENT FEES	59-06-4205	8,000		
<u>27,944</u>	<u>27,220</u>	<u>230,000</u>	SUBTOTAL		<u>271,000</u>		
<u>27,944</u>	<u>27,220</u>	<u>230,000</u>	TOTAL RESOURCES		<u>271,000</u>		
			<u>IMPROVEMENT EXPENDITURES</u>				
0	0	90,000	CAPITAL OUTLAY: CONSTRUCTION	59-57-7025	108,000		
<u>0</u>	<u>0</u>	<u>90,000</u>	TOTAL CAPITAL OUTLAY		<u>108,000</u>		
<u>0</u>	<u>0</u>	<u>90,000</u>	TOTAL IMPROVEMENT EXPENDITURES		<u>108,000</u>		
			<u>REIMBURSEMENT EXPENDITURES</u>				
0	0	140,000	CAPITAL OUTLAY: CONSTRUCTION	59-58-7025	163,000		
<u>0</u>	<u>0</u>	<u>140,000</u>	TOTAL CAPITAL OUTLAY		<u>163,000</u>		
<u>0</u>	<u>0</u>	<u>140,000</u>	TOTAL REIMBURSEMENT EXPENDITURES		<u>163,000</u>		
<u>0</u>	<u>0</u>	<u>230,000</u>	TOTAL FUND EXPENDITURES		<u>271,000</u>		

CITY OF BROOKINGS
SPECIAL POLICE

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	77,000	NET WORKING CAPITAL	61-09-4910	75,000		
18,385	506	5,000	GRANT REVENUE	61-03-4050	5,000		
902	386	500	INTEREST INCOME - K-9	61-06-4115	500		
1,303	1,300	1,300	RANGE FEES	61-06-4133	1,300		
10,316	24,429	15,000	DONATIONS - K-9	61-06-4135	15,000		
1,235	3,772	4,500	DONATIONS - SAFETY CITY	61-06-4136	4,500		
0	100	1,000	OTHER REVENUE-POLICE RESERVES	61-06-4144	1,000		
32,141	30,492	104,300	SUBTOTAL		102,300		
32,141	30,492	104,300	TOTAL RESOURCES		102,300		
<u>SPECIAL POLICE EXPENDITURES</u>							
MATERIALS AND SERVICES:							
4,834	33,332	61,000	SUPPLIES - K9	61-41-6030	66,000		
2,187	2,796	9,200	SUPPLIES - SAFETY CITY	61-41-6031	8,300		
0	0	16,800	SUPPLIES - POLICE RESERVES	61-41-6034	16,800		
0	0	100	SUPPLIES - POLICE VIPS	61-41-6035	100		
11,300	3,000	12,200	SUPPLIES - GRANTS	61-41-6036	5,500		
0	0	5,000	RANGE MAINTENANCE	61-41-6038	5,600		
18,321	39,127	104,300	TOTAL MATERIAL AND SERVICES		102,300		
18,321	39,127	104,300	TOTAL SPECIAL POLICE EXPENDITURES		102,300		
18,321	39,127	104,300	TOTAL FUND EXPENDITURES		102,300		

CITY OF BROOKINGS
HEALTH FAIR DEPT.

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	1,900	NET WORKING CAPITAL	62-09-4910	1,800		
0	0	1,900	SUBTOTAL		1,800		
0	0	1,900	TOTAL RESOURCES		1,800		
<u>HEALTH FAIR EXPENDITURES</u>							
135	153	1,900	MATERIALS AND SERVICES: CONTRACT SERVICES	62-41-6090	1,800		
135	153	1,900	TOTAL MATERIAL AND SERVICES		1,800		
135	153	1,900	TOTAL HEALTH FAIR EXPENDITURES		1,800		
135	153	1,900	TOTAL FUND EXPENDITURES		1,800		

CITY OF JACKSONVILLE
SPECIAL FIRE FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	14,000	NET WORKING CAPITAL	65-09-4910	15,800		
1,090	1,080	1,000	BURN PERMITS	65-02-4030	1,000		
0	0	1,000	BURN TO LEARN	65-02-4031	1,000		
90	71	100	INTEREST INCOME	65-06-4115	100		
1,180	1,151	16,100	SUBTOTAL		17,900		
1,180	1,151	16,100	TOTAL RESOURCES		17,900		
<u>SPECIAL FIRE EXPENDITURES</u>							
0	0	2,000	MATERIALS AND SERVICES: OPERATING SUPPLIES	65-42-6030	2,000		
0	0	2,000	TOTAL MATERIAL AND SERVICES		2,000		
0	0	14,100	CAPITAL OUTLAY: EQUIPMENT	65-42-7020	15,900		
0	0	14,100	TOTAL CAPITAL OUTLAY		15,900		
0	0	16,100	TOTAL SPECIAL FIRE EXPENDITURES		17,900		
0	0	16,100	TOTAL FUND EXPENDITURES		17,900		

Budget Message Brookings Urban Renewal Agency

Fiscal Year 2023-24



To: Citizens of the City of Brookings
Honorable Chair, Ron Hedenskog
Directors of the Urban Renewal Agency
Members of the Budget Committee

Date: April 17, 2023

On behalf of the staff of the City of Brookings, I am pleased to present the proposed Brookings Urban Renewal Agency budget for fiscal year 2023-24. As required by law, the budget is balanced and totals \$2,026,170.

The primary purpose of the Brookings Urban Renewal Agency is to revitalize the commercial area of the City and to attract new businesses and jobs to the commercially zoned areas of Brookings. The Brookings Urban Renewal Agency is governed by a five member Board made up of the City of Brookings Mayor and Council members. The Urban Renewal Agency Budget Committee consists of the same members as the City of Brookings' Budget Committee.

The fiscal year 2023-24 budget includes resources from the carryover fund balance, and property tax increment revenues.

Expenditures include materials and services and capital outlay and debt service. The Agency paid off their primary debt in June 2020. The Agency has authorized expenditures to reactivate the Façade Program and complete sidewalk infill projects. The agency also held a workshop to prioritize additional projects that will go to the agency for approval this year.

Respectfully,
Janell K. Howard, Budget Officer
City Manager

CITY OF BROOKINGS
URBAN RENEWAL AGENCY FUND

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24 PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	900,000	NET WORKING CAPITAL	75-09-4910	920,000		
20,008	16,999	15,000	PROPERTY TAX PRIOR - UR	75-01-4010	15,000		
1,803	8,135	2,000	INTEREST INCOME	75-06-4115	2,000		
640,805	625,402	624,676	PROPERTY TAX CURRENT - UR	75-01-4005	709,170		
<u>662,616</u>	<u>650,535</u>	<u>1,541,676</u>	SUBTOTAL		<u>1,646,170</u>		
<u>662,616</u>	<u>650,535</u>	<u>1,541,676</u>	TOTAL RESOURCES		<u>1,646,170</u>		
<u>GENERAL</u>							
MATERIALS AND SERVICES:							
50,000	50,000	50,000	AGENCY MANAGEMENT	75-10-6080	50,000		
4,203	97,183	136,000	CONTRACT SERVICES	75-10-6090	135,256		
<u>54,203</u>	<u>147,183</u>	<u>186,000</u>	TOTAL MATERIAL AND SERVICES		<u>185,256</u>		
CAPITAL OUTLAY:							
0	106,202	1,255,676	CONSTRUCTION	75-10-7025	1,360,914		
0	25,000	100,000	FACADE PROGRAM	75-10-7027	100,000		
<u>0</u>	<u>131,202</u>	<u>1,355,676</u>	TOTAL CAPITAL OUTLAY		<u>1,460,914</u>		
TRANSFERS OUT:							
130,000	0	0	TRANSFER OUT-DEBT SERVICE FUND	75-10-8530	0		
<u>130,000</u>	<u>0</u>	<u>0</u>	TOTAL TRANSFERS OUT		<u>0</u>		
<u>184,203</u>	<u>278,385</u>	<u>1,541,676</u>	TOTAL GENERAL		<u>1,646,170</u>		
<u>184,203</u>	<u>278,385</u>	<u>1,541,676</u>	TOTAL FUND EXPENDITURES		<u>1,646,170</u>		

CITY OF BROOKINGS
URBAN RENEWAL AGENCY DEBT

SECOND PRECEDING YR 2020-21	FIRST PRECEDING YR 2021-22	ADOPTED BUDGET YR 2022-23	DESCRIPTION RESOURCES & REQUIREMENTS	ACCOUNT #	BUDGET FOR NEXT YEAR 2023-24		
					PROPOSED BY OFFICER	APPROVED BY COMMITTEE	ADOPTED BY GOVERNING BODY
0	0	380,000	NET WORKING CAPITAL	76-09-4910	380,000		
0	0	380,000	SUBTOTAL		380,000		
			FUND TRANSFER IN:				
130,000	0	0	TRANSFER IN - URBAN RENEWAL	76-09-4571	0		
130,000	0	0	TOTAL TRANSFERS IN		0		
<u>130,000</u>	<u>0</u>	<u>380,000</u>	TOTAL RESOURCES		<u>380,000</u>		
			<u>DEBT SERVICE</u>				
0	0	380,000	CONTINGENCIES/UNAPPROPRIATED: RESTRICTED RESERVES	76-22-9250	380,000		
0	0	380,000	TOTAL CONTINGENCIES/UNAPPROPRIATED		380,000		
0	0	380,000	TOTAL DEBT SERVICE		380,000		
0	0	380,000	TOTAL FUND EXPENDITURES		380,000		