

# Council Agenda Packet

Tuesday, June 28<sup>th</sup>, 2022 | 7:00 p.m. | Council Chambers | In-Person/Hybrid

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## Council Meeting

Tuesday, June 28<sup>th</sup>, 2022

**Location:** Council Chambers | In-person

### AGENDA

#### Regular Session

**7:00 p.m.**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ADDITIONS OR DELETIONS TO AGENDA
- 5) MINUTES: May 24<sup>th</sup>, 2022
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
  - A. RAIN & Nate Conroy Update
  - B. Budget Public Hearing | FY 2022-2023 (*Budget Passage*)
  - C. Cybersecurity Review
- 7) DEPARTMENT REPORTS:
  - A. Sheriff
  - B. Public Works
  - C. Administration
  - D. Planning
  - E. Library
  - F. Court
  - G. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)
  - ★ Council asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.
- 9) LEGISLATIVE:
  - A. **Resolution 2022.14:** Water Rates Annual Adjustments
  - B. **Resolution 2022.15:** Sewer Rates Annual Adjustments



- C. **Resolution 2022.16:** Adopting FY 2022-2023 Budget & Making Appropriations
- D. **Resolution 2022.17:** Year End Transfers FY 2021-2022
- E. **Ordinance 789:** Repeal Transient Room Tax

10) ACTION ITEMS:

- A. Approve Delinquent Assessments
- B. Authorize 2022 General Election Advertisements
- C. Adopt Public Works Standards
- D. Central Linn Recreation Center Renovation Project
- E. League of Oregon Cities Legislative Policy Ballot

11) DISCUSSION ITEMS:

- A. Annual Project Outlook Checklist Review
- B. ROI Grant Disbursements | Inception-to-Date
- C. May Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

Please visit [www.ci.brownsville.or.us](http://www.ci.brownsville.or.us) for the meeting agenda, agenda packet and other City information.



# Council Minutes

May 24<sup>th</sup>, 2022

**ROLL CALL:** Council President Dave Hansen called the meeting to order at 7:00 p.m. with Councilor Thompson, Mayor Ware, Councilor Humphreys, Councilor Chambers, Councilor Neddeau, and Councilor Craven present. Councilor Hansen asked Mr. McDowell to take roll call. Public Works Superintendent Karl Frink, Administrative Assistant Tammi Morrow, Administrative Assistant Elizabeth Coleman, and City Administrator Scott McDowell were also present.

**PUBLIC:** Dan Murphy, Patrick Starnes, Don Lyon, Kathleen Swayze, Natalie Wade, Steve & Nan Van Sandt, Steve Brenner, Jack Alsman, Paul Winther, Jeff Brown, Sherri Lemhouse, Linda McCormick, and Tia Parrish (*The Times*) were present.

The pledge of allegiance was recited.

**ADDITIONS AND DELETIONS:** Mr. McDowell added Ordinance 788 | Nominations for City Office Revision under Legislation, 9) C.

**MINUTES:** Councilor Neddeau made a motion to approve the April 26<sup>th</sup>, 2022 Council minutes and the May 5<sup>th</sup>, 2022 Budget Committee minutes as presented. Councilor Humphreys seconded the motion and it passed unanimously.

## PUBLIC HEARING | PRESENTATIONS:

- Proposed Use of State Revenue Sharing.** Councilor Hansen called the Public Hearing to order. Mr. McDowell stated that by State law the City is required to hold public hearings for the proposed use of State Revenue Sharing. This is the second public hearing the City has held. He encouraged any members of the public wishing to comment to come forward. Historically the City has used this funding for public safety, specifically for street lighting. The City spends over \$54,000 per year, but receives approximately \$17,000. No public input was offered. The hearing was closed.
- Budget Public Hearing | FY 2022-2023.** Councilor Hansen opened the public hearing for budget consideration. McDowell reported that the Budget Committee met twice, and approved the proposed budget on May 5<sup>th</sup>, 2022. McDowell further stated that highlights of budget consideration consisted of the following:
  - ▶ Approve the Full Permanent Tax Rate - \$6.9597 per \$1,000.
  - ▶ Approve the levy amount needed for the Wastewater Bond Debt - \$217,984.
  - ▶ Recommend a 7% Utility Rate Increase for the upcoming fiscal year.
  - ▶ Approve Historic Use of State Revenue Sharing funds for Public Safety (Street Lighting).
  - ▶ Approve and recommend the continued use of all designated funds and line items contained in the FY 2022.2023 budget document.
  - ▶ Approve the FY 2022.2023 Budget and recommend the same to Council.

Mr. McDowell stated that the public may also comment on the proposed budget at the June Council meeting, and that Council will officially adopt the budget at that meeting. No public input was offered. The hearing was closed.

- Stand By Me Day (July 23<sup>rd</sup>) | Linda McCormick.** Linda McCormick, Chair of the Event, presented the preliminary schedule and activities for the event. The group is planning on showing the movie in the park that night. Councilor Hansen asked how many folks are expected for the event? Mrs. McCormick stated that for the 30<sup>th</sup> anniversary event, it was estimated that there about 3,000



– 4,000 folks in attendance. The group expects approximately 1,000 – 2,000 this year. Councilor Neddeau thanked Mrs. McCormick for all her hard work and efforts for this event.

## **DEPARTMENT REPORTS:**

1. **Linn County Sheriff's Office (LCSO) Sheriff's Report.** Sergeant Steve Frambes was present to report for the month, including 40 citations, 16 arrests; best he's ever seen in contract cities. Frambes expressed appreciation for the deputies and their stellar efforts. Sergeant Frambes also reported on one notable traffic stop. During a minor traffic stop, Deputy Newman discovered that the driver and a passenger had outstanding warrants. LCSO also found 3 guns in the car (one was stolen and one had a suppressor), and narcotics were also recovered. Frambes reminded Council how seemingly minor traffic stops can yield huge results. With the new lighting violations law restrictions, it makes the LCSO job much harder than ever. Another notable incident was on telephonic harassment. An individual made 70 harassing phone calls in one hour! The individual was later arrested. Sergeant Frambes introduced Lieutenant Steve Looney from Animal Control.

Lieutenant Steve Looney, Animal Control, was present to discuss dog complaints. Looney talked about licensing, barking complaints, and public nuisance dogs. Often an audio/visual recording is required as proof. An excessive amount of time for barking would be considered 8-10 minutes of continuous barking. Councilor Chambers inquired about rabies vaccinations and licensing, and how they coincide. Looney explained the process, and also related that dog licenses can be done by mail or online.

2. **Public Works (PW).** Superintendent Karl Frink recapped public works essential activities and projects for the month.

Frink reported that due to heavy rains, and high lagoon levels, Frink was forced to apply to DEQ for an additional 30 days of discharging into the river. The City was granted that extension. Mr. Frink does not believe that the City will need the full 30 days to bring the lagoon levels down to normal. He did receive the oral authorization within 2 hours, and then the formal agreement letter. Frink expects normal levels will be obtained within about a week.

PW has been out grading the roads, which is basically just filling in the potholes for now. Frink is hoping that the City can obtain a used grader soon, but the older machines become obsolete so quickly when there are no parts available for them. Dust control will be applied as soon as conditions allow.

Mr. Frink has hired Pete's Painting to paint stripes and curbs around town. The company has been doing a fantastic job so far. It is nice to see everything with a fresh coat of paint. There is still some stenciling to be done, but the painter is waiting on supplies. The piano key crosswalks on Main Street are painted by Linn County.

Jason and Liana Stone are the Park Caretakers for the year. Their duties began on Monday, May 23<sup>rd</sup>. The couple has 4 young children, it is nice to see kids in the park again.

The cemetery is all mowed in preparation of Memorial Day. PW is currently bagging all the grass, and blowing off the headstones. Mowing is a never-ending job until July.

Mr. Frink reminded Council that in 2019 all water meters were upgraded to a Kamstrup radio-read meter. These new meters have provided a remarkable cost savings to the City. Instead of taking 2 employees 2-3 days to read all the meters, it now takes Frink about 1.5 hours to complete.

Frink reported that OLCC has established new laws in relation to selling bulk water. These laws were instigated mostly due to the marijuana industry and the high-water needs. A new form has been created, and bulk water sales must be tracked in different ways, and reported to the State.



Mr. Frink stated that by law the City is now required to separate storm water from sanitary sewer. Towns like Corvallis have spent millions of dollars to achieve this separation. Frink stated that now we are headed in the direction where storm water will need to be treated, so the systems will need to be put back together so that it can all be treated. It will cost millions of dollars to achieve this.

I & I stands for inflow and infiltration; in other words, flow with intent, such as off a roof or a driveway that is intentionally running into the sanitary sewer. This is illegal, and there are ways to test for this happening. The City has run into this happening before, and have had to require the property owners to comply with the laws. Infiltration is unintended flow coming into the system, which comes from things like manhole lids leaking, etc. In 2008 when we replaced 45% of the sewer system, unintended infiltration went from over 3 million a day (wintertime, and prior to the sewer project), to about 1.5 million gallons, total! We dropped down easily 80% of the inflow and infiltration. Although the project was expensive, it is a fairly remarkable difference.

Mr. Frink reminded Council of responsibility of utility lines. The City is responsible only for the lines going into the meters. Homeowners are responsible for the lines that go from the meter, all the way to their house, even if it goes under the asphalt. The City is responsible to mark what we own, so we only mark to the meter box. The City cannot work on private property due to liability issues and restraints. The City marks the sewer laterals as well, with as much information as we have (approximately 60% of the sewer laterals in town).

Mr. McDowell reminded Council that the reason we are talking about this is due to the regularity of the complaints that are received at City Hall.

Mr. Frink stated that he gets a lot of calls about the sewer being backed up in someone's house, and the owner wants the City to come out and fix it. The ordinance says that the City is only responsible to the main line. There have only been a couple of times where it was determined to be the City's problem. The distinction is that the owner is responsible for the lateral lines, the City is responsible for the main line.

3. **Administration.** Mr. McDowell reported that he recently attended the Halsey City Council meeting to talk about REAL, or Rural Economic Alliance group (formerly MVP or Mid-Valley Partners). Back in 2014 the GO Team was formed, which came from the Ford Foundation Leadership Cohorts. Classes were held in Sweet Home and Lebanon, and many folks from those areas as well as Brownsville and Halsey participated in the multiple-week trainings that culminated in a project. Active members parlayed the GO Team into the Rural Economic plan. They spent 2 years determining what would make the biggest footprint for our local area, focusing on economic well-being, people's wellbeing, etc. The one thing that they kept coming back to was economic development. Towards this end, the cities of Sweet Home, Lebanon, and Brownsville got together informally trying to make a meaningful difference on this common objective.

In 2016/2017, the cities of Halsey and Harrisburg joined the effort. The group then approached the COG and Benton county rural cities, and a lot of interest was expressed there as well, including Adair Village, Philomath, and Monroe joining the group. This has been a total grass roots effort, and has held together quite well for quite awhile. The group was successful doing self-funding and receiving a few grants, and were able to hire RAIN (Regional Accelerator Incubator Network). By self-funding the effort, it gives small towns like Brownsville access to economic developers on staff at the larger cities of Sweet Home and Lebanon.

In 2019 McDowell was traveling around to the other cities with the IGA to continue the effort, and drive toward previously agreed upon outcomes. All of the Councils agreed to move forward with the IGA and then the project came to a screeching halt due to the coronavirus pandemic in 2020. Finally in 2021, the group decided that it was time to pick up the effort again, and they started meeting again. The group then hired JayRay to develop a website, logo, and do marketing. The City of



## Council Minutes

Tangent joined the group in 2021, which takes the group to a total of nine cities, and it is expected that the City of Scio will also be joining the group soon.

The IGA runs out soon, June 30<sup>th</sup>, 2022, and Council is being asked to continue the agreement until 2024 to finish the objectives and outcomes we were looking for in the original agreement, and then we are going to build a strategic plan to bring back to Council in about a year and half for Council's consideration.

Some of the highlights includes putting rural economic alliance in the center of the hub. McDowell is excited to be working with the County, both Benton and Linn. The COG economic development arm is coming to the table now, in large part to the group's energy and drive. Other interested parties include the State of Oregon and RAIN. McDowell stated that the biggest thing about economic development is to retain what businesses we have, but it is also great to add more businesses as well. It is great to have a group that developers and investors can reach out to in regard to economic development. We also have the University of Oregon, Oregon State University, and Linn Benton Community College right in our backyard. It would be great to capture some of this young raw talent and put it to use for the good of our state and local communities instead of those people going out of our State to start their businesses. McDowell reported that the model for economic growth has changed. These resources help folks want to stay and work here.

McDowell reported that our Municipal Court Administrator, Carol Humphreys, will be retiring officially on June 21<sup>st</sup>, 2022. The Brownsville Municipal Court will be moving over to the Linn County Justice Court (LCJC) in Lebanon. Many other communities use the LCJC as well. Folks that receive citations in the City of Brownsville will have to appear in the Lebanon court. Judge Meyer will still serve as the judge for the City. May 18<sup>th</sup>, 2022 was the last court day in Fisher Hall. Many folks have worked on the transitions, including Staff, Judge Meyer, and Angie Debban of the LCJC. McDowell stated that even with so many moving parts, it has been a mostly seamless transition. Mrs. Humphreys has done a fantastic job for the City, and she will be missed. We wish her all the best in her retirement.

McDowell reported that the CLRC renovation project is coming along. Jonathon Dunn from Woodblock Architects has done a fantastic job with everything they have completed on the project including a 3-D model of the facility. They went through the building's every nook and cranny. The City hired Udell Engineering to do site survey work. The building hasn't had a major upgrade since it was built in the 1930's. The Ad Hoc Committee has completed the initial project review. McDowell thanked the committee (Brandie Simon, City's Park Board, Hilary Norton, City of Halsey Administrator, and Katy Kallai, CLRC President, Councilor Lynda Chambers, Mrs. Coleman, Mr. Frink, and himself) for their work on this effort. The next step is to obtain a working estimate for the project by June 13<sup>th</sup>, 2022. The City would like to start in earnest on the project in June 2023. More information will be shared as it becomes available.

The Linx transportation project has been spearheaded by Mayor Ware and Councilor Thompson. Community partners have met and had discussions about the project, including logistics, routes, rates, etc. There is a meeting scheduled on June 2<sup>nd</sup>, 2022 at 7:00 p.m. at the American Legion. In a nutshell, the bus will run 2 days a week, with 4 trips each day.

McDowell reported that the budget will be approved by Council next month. There is still a lot of work to be done between the end of June and the 1<sup>st</sup> of July.

McDowell reported that the Public Works Standards, since their adoption in 2014, have been great for the integrity of Staff and City alike, and the taxpayers as they rely on us to get these things done correctly. Our engineer, Ryan Quigley has asked for another month to finish the updates to the Public Works Standards. They should be ready for Council review and approval at the next meeting.



Mrs. Morrow reported that Emergency Preparedness Committee recently met. A newsletter will be going out in July that will focus on wildfires, defensible space, campfire safety, etc. The group discussed doing an ice cream social type of event in August or early September, just to try and get more information out to the community. Another group effort will be participating at the end of the year playday at CLES. EPC will have a table, and all the classes will come through the station. We will likely talk about “Go Bags”, and meeting places, and other pertinent educational topics. EPC President Norman Simms, Marilee Frazier, and Mrs. Morrow will lead this event.

Mr. McDowell recapped progress with Disaster Preparations. The group now has the rates in hand, and they will decide whether to move forward or not with that contract soon.

Mr. McDowell reported that Staff has been busy with nuisance abatement. We started a little early, due to some complaints and have, at the same time, been delayed due to the rain on weed abatements. Staff sent out several RFA letters (Request for Actions) and are hoping to get the mowing started around town, and many folks are working towards compliance.

McDowell reported that the online website reservation calendar has been modified to include the current rates for folks wishing to rent facilities, tables and chairs, etc.

Mr. McDowell reported that the City audit has been scheduled for the first week of August. Staff will be pushed to get the information to them that early.

Mr. McDowell reported that the City is still waiting on the Pacific Power franchise agreement.

Mr. McDowell reported that the final water consumption management report from Tim Tice at OAWU is pending.

Brownsville Canal Company conversation is pending as well.

McDowell reminded Council of the climate change committee news release that was in the agenda packet. This committee is seeking members, and will be talking about policies and implementation of transitioning away from fossil fuels and using cleaner forms of energy. These new regulations will impact us greatly, especially small communities. It will be important to keep an eye on this; these unfunded mandates and financial implications will affect us all.

McDowell reported that the State of Oregon has come out with new rules about family leave. They will start assessing all employees 1% to pay for this. The details are still forthcoming on that.

McDowell reported on the River’s Edge development. As part of the approved plan, there was to be a park provided. McDowell showed a slide featuring a drawing and potential plan for the park. Mrs. Coleman and Superintendent Frink continue to monitor the situation to make sure that all conditions are met. It is important to remember that this will be a private park, not a city park. The City is holding \$102,000 bond payment to ensure that the project is completed. Hopefully in a few weeks, these funds can be released back to the developer.

McDowell stated that budget time is upon us, and the City is walking a tight rope as we try to self-fund as many projects as possible. Priorities in the next few years include the GR 12 waterline and creating another slow sand filter, CLRC, park pavilion, sewage treatment lagoon, and a new playground in the park. McDowell stated that costs are likely to run higher than expected due to inflation, shortage of materials, along with a myriad of other issues. So, truly the budget funds are committed. Council has done an admirable job with holding the line, and establishing the best use of City funds. If the Kirk Avenue project was implemented, it would likely be about \$40,000 or more assessed on to the abutting property’s taxes.





Several years ago, Council decided to retreat from the Calapooia River erosion project as the best option. To address the situation, there are several agencies that would need to work together, which is a nightmare in itself, and the cost of the project would be several million dollars, with no long-term guarantee that it would work.

McDowell stated that it is important to remember that with the recent refinancing, the City is under a \$2.4 bond limit through 2024.

McDowell also reported that there is no shortage of wants in the City. Staff and Council would like to accommodate all of the wishes, but are forced to do the best we can with the resources available.

Mayor Ware and Mrs. Morrow recently hosted two groups of 3<sup>rd</sup> graders for a field trip to City Hall. The groups were from Central Linn Elementary School and the Pioneer Christian Academy.

4. **Planning.** Mrs. Elizabeth Coleman was present to discuss planning challenges. Often, a property owner or developer will contact Mrs. Coleman with an idea of what they would like to do with their particular property. They then want her to let them know they can do with their property, which can cause some challenges. Coleman can determine if the proposed use meets the Brownsville Municipal Code, and is an outright permitted use. If the plan falls within an outright permitted use, there is not typically a need to go before the Planning Commission, but would still need to follow State and local standards.

If the proposed use does not qualify as an outright permitted use, the application would need to go before the Planning Commission as a conditional use. The Planning Commission has the authority to deny, or approve the application and define conditions that have to be met for that use. Conditions could include lighting or parking parameters, etc. It is important to remember that the primary use must be fulfilled before a secondary use is allowed.

Mrs. Coleman stated that one thing that she is not, is a mind reader. She has no crystal ball, and cannot determine if a proposal will be successful or not. She does not grant wishes, like a genie, and does not make deals. Her responsibility is to make sure that things are fulfilled to the code. She cannot do this without a plan. Conceptual ideas are very nice, but a solid plan must be in hand to move forward. At a minimum, a plan would likely go through the city engineer, Public Works, Planning Consultant, administration, and staff. One complaint she hears a lot is that other cities allow what the property owner or developer are proposing. Mrs. Coleman stated that all plans submitted much adhere to Brownsville, Oregon standards, not any other city. Ninety-nine percent of the time our Brownsville Municipal Code and standards follow similar codes and standards for most cities within the State.

All of these standards and practices protect the City from liability, which is ultimately a line of defense for the taxpayer.

When planning property uses, FEMA must also be considered. There is a lot of Brownsville that is in the flood plain. In order for an approved application, it may mean that the developer or property owner will need to obtain an elevation certificate. This again, is not the City's job; we are not surveyors.

Mrs. Coleman stated that this is what she does all day, every day! She expressed appreciation for the many folks that call, it shows that Brownsville is a great place to live, but it is important that we make sure to follow the rules for everyone. It is so important for folks to come to the City with a concise, formal, professional plan, not a napkin plan.

Mr. McDowell stated that Mrs. Coleman often seems to be wearing roller skates while ice skating, and performs her duties admirably. She is our 'point guard' for all things planning related. She deals



with a lot of unhappy, growly people at times, and does it very well. McDowell stated that the City truly appreciates all her efforts on our behalf.

5. **Library.** Mrs. Sherri Lemhouse presented the quarterly report. In 2016 she sang her first ditty for Council. She sang the first 2 verses again for Council tonight. Mrs. Lemhouse stated that in the budget this year there is provision to switch software. Folks will be able to look at the catalog online. In January 2023, e-books and audio books will also be available, due to an initial \$10,000 donation. Summer reading program is happening again in July. The library will also be offering some evening programs. Mrs. Lemhouse says that she is seeing new folks from the new development come in and get library cards. Mayor Ware expressed his appreciation for a job well done.
6. **Court.** No comments.
7. **Council Comments.** Councilor Humphreys would like to discuss dissolving the TRT (Transient Room Tax) fund from the budget. He would like the funds that need to be paid out to be paid, and the rest of the funds to be absorbed into the budget. This fund causes a lot of Staff time and effort, with very little return. Dissolving this fund will have little or no effect on the budget. Councilor Thompson recused herself from the vote. Council decided by consensus to send Mr. McDowell move forward on the issue.

Councilor Chambers read the email from Detective Captain Dave Snippen, Linn County Sheriff's Office, regarding MIP of Tobacco. Basically, ORS 167.785 was the statute that dealt with "Possession of tobacco products or inhalant delivery systems by person under 18 years of age." As of September 25, 2021, this law has now been repealed. . This change has effectively ensured that new generations of tobacco users (our children) can use and get addicted to tobacco without any legal consequences. Councilor Chambers wanted to make sure that Council is aware of this, and this is a real shame.

8. **Citizen Comments.** Don Lyon, Calapooia Food Alliance (CFA), was present to request that Council create an ad hoc committee to discuss the future of the Farmer's Market at Kirk's Ferry Park. The CFA would like this meeting to be scheduled as soon as possible. Councilor Hansen asked about the sense of urgency, as the agreement is up in November? Mr. Lyon stated that they would just like to know what Council is thinking, and are anxious to work together to make sure the market continues. *Councilor Thompson made a motion to form an Ad Hoc Committee to discuss the issue. Councilor Humphreys seconded the motion. The motion passed, with Councilor Craven abstaining.* McDowell asked for volunteers for the committee. Councilor Thompson, Mayor Ware, volunteered for the committee with Councilor Hansen as an alternate.

## LEGISLATIVE:

1. **Resolution 2022.13 | Election to Receive State Revenue Sharing.** *Mayor Ware made a motion to approve R 2022.13. as presented. Councilor Chambers seconded the motion and it passed unanimously.*
2. **Proclamation | National Military Appreciation Month,** Mayor Ware proudly proclaimed May 2022 as National Military Appreciation Month in the City of Brownsville, stating that he appreciated all veterans!
3. **Ordinance 788 | Revising Title 1, General Provisions of the Brownsville Municipal Code, Chapter 1.20 Nominations for City Office.** *Mayor Ware made a motion to read by title only. Councilor Thompson seconded the motion, and it was approved unanimously.* Mr. McDowell read by title only, and explained that this ordinance is just making our past practice match the code. In the past, folks could get petition signatures, or just pay a \$10 filing fee. The problem with the petitions is that some signatures could not be validates, and people often felt harassed to sign petitions. In an effort to clean up the procedure, and dial everything in, the City will now allow



the \$10 filing fee only to run for office. If this ordinance is passed as an emergency, it will take effect in June. *Councilor Craven made a motion to approve O 788 and pass as an emergency ordinance. Councilor Thompson seconded the motion and it passed unanimously.*

## ACTION ITEMS:

1. **Authorize Linn County Sheriff's Office Contract.** *Councilor Humphreys made a motion to authorize Mr. McDowell and Mayor Ware to sign documents and contracts as necessary. Councilor Chambers seconded the motion and the motion passed unanimously.*
2. **Authorize Rural Economic Alliance Agreement (REAL) Extension.** *Mayor Ware made a motion to authorize the REAL agreement extension. Councilor Neddeau seconded the motion and it passed unanimously.*

## DISCUSSION ITEMS:

1. **Ad Hoc Committee | The Brownsville Times.** Councilor Hansen reported that Mr. McDowell had met with all 4 members of the committee, separately to prevent quorum issues, and asked Councilor Craven for a summary. Councilor Craven read a written statement as follows:

“My purpose for requesting this committee was for three reasons, 1) to provide clarity as to why our local newspaper seems to distort and disinform the citizens of Brownsville, regarding the true business and progress with the City of Brownsville and its Council, 2) to understand why our position, that is the City's position, was not being properly investigated, and 3) for Council to consider speaking to Mr. Parrish if in fact, Council shared these same concerns.

As Council members, we know the projects that we are working on for the next year or two are complex and require accurate coverage. I found my concerns crystallized as I read the article authored and published by Mr. Parrish in the May 11<sup>th</sup>, 2022 edition of *The Times*. An editorial based purely on rumor, speculation and gossip which was cultivated by a few members of our community all of whom were *absent* from the last two Council meetings which were free of attacks directed and aimed at certain councilors and Staff. Council was able to conduct the City's business uninterrupted, for the good of the order. Due to Mr. Parrish's reaction to hearsay, clearly he is not interested in contacting the City, nor its Council to seek facts and/or clarification. He is more interested in rushing to publish rumors. For me, this says everything and confirms my concern. So sadly, I would like to formally rescind my request to meet with Mr. Parrish because the point is moot.

As this committee has discussed and agreed upon, I would like to request that this Council authorize a monthly report of Council meetings to *The Times* so the citizens of this community can have access to the factual content of City business. I feel this would benefit the community positively by providing an unbiased, straight forward recap of City business. Also, I would like to spearhead an effort to author and submit articles highlighting the city's recent projects and accomplishments which benefits ALL citizens of this community.

Thank you to all the Council members who have taken the time to join this committee in seeking clarifications regarding this matter.”

Councilor Hansen asked Councilor Craven to restate what his request to Council is. Councilor Craven stated that it is basically requesting authorization to submit a recap article to the *The Times* surrounding Council business and projects. Councilor Chambers also stated that she thought this was the request of the Ad Hoc Committee, to basically get the facts out to the community.

Councilor Thompson stated that she thought it was a good idea to have some parameters, such as how often, who is going to do it, etc. She thinks guidelines are needed, and is uncomfortable without



them. Councilor Chambers responded stating that the Councilor would be working with Mr. McDowell to ensure that all things reported are factual.

Councilor Craven stated that this effort is to have an open line of communication with *The Times*. He suggests working with Mr. McDowell to provide actual facts to the paper.

Mr. McDowell stated that basically what the City would do would be to submit a summary of the meeting before the minutes are officially approved at the next Council meeting. The second issue that McDowell brought up was that articles are different than editorials. A few Councilors have been misquoted over the last few months in articles. Those Councilors should try to address that directly with the paper. Editorials are different, and guidelines might be a good idea there. In the past, there have been multiple instances where reporters call Council and the City Administrator late at night.

Councilor Thompson stated that she is concerned with consistency. Mr. McDowell stated that he is very concerned with consistency, that is why this conversation is taking place right now. The City's minutes are very clear and concise. The City has several upcoming projects that will need accurate reporting relayed to the City. It is giganticly important.

*Councilor Craven made a motion to basically submit a recap article to the paper surrounding Council business and projects and develop procedures for this recap. Councilor Chambers seconded the motion and it passed unanimously with Mayor Ware abstaining from the vote, stating he used to run the newspaper.*

Councilor Hansen stated that Council does not in any way want to infringe on the freedom of the press; that's not what this is about, never was. As Councilor Craven indicated, Council would like to have good open communication with the newspaper because obviously accurate reporting is vital to us, and Council has a vested interest in that. Councilor Hansen further stated that in regard to the Letters to the Editor and editorials, it is the responsibility of each individual and if is they feel compelled to respond to that, it is their prerogative.

2. **ROI Grant Disbursements.** Mr. McDowell reported that Council will find on page 50 of the agenda packet, a listing of the disbursements to date for the ROI grant as required by R 2022.07.
3. **April Financials.** No comments or questions.

## **CITIZEN QUESTIONS & COMMENTS.**

Kathleen Swayze, Main Street, stated that she felt like she needed to respond to Councilor Craven's letter. She stated that it was suggested 3 or 4 meetings ago that the City publish the agenda in the paper. It was determined that the agenda comes out on a Friday, and the paper is a Wednesday publication. Mrs. Swayze further stated that folks can always write letters to the editor, stating that editorials are rare in the paper anymore, but individuals can always respond. She is really happy that we have a community paper. The paper is the glue that holds a lot of this community together. Swayze stated that she respects the editorial that Mr. Parrish published several weeks ago, and they do the best they can. It is not always great, she agreed, but doesn't think that the article was generated out of rumor or slander. Council always has the option of responding to the paper, and no one did. Mrs. Swayze stated that she is glad that Council is doing this process now, but to slam the editor of the paper, really bothers her. Mr. Parrish does a good job, as best he can.

Councilor Hansen stated that we do value the paper, and that it is an integral part of the community. Mr. McDowell commented that Council has a duty to make sure that articles are correct.



Jack Alsman, Spaulding Avenue, stated that the computer and monitor are great, but requested greater access and visibility for the audience. Mr. McDowell responded that folks are always welcome to move their chairs, with budget restraints it is hard to purchase all of the equipment we would like. Mr. Alsman also asked for a definition of “ad hoc” committee.

Mr. McDowell clarified per code what committees mean for the City of Brownsville. The first kind of committee is a subcommittee, which requires an agenda and recorded minutes. The ad hoc committee is usually appointed or called by the City Administrator. That committee will generally take a very particular topic for discussion and then brings it back to Council for further action and review.

Natalie Wade, Templeton Street, stated that she is the newest person on the CFA Board. The Board has years of wealth of information, love Brownsville, and want to educate everyone. They share the plants they have with folks, hoping people will be more self-sufficient and healthier. Ms. Wade encouraged everyone to appreciate them and all they do; they are volunteers as well.

Councilor Hansen stated that Council values the CFA, community garden and resources, and the Farmer’s Market is great; there is no lack of support for the CFA. Council is simply trying to find the most suitable solution.

Nan Van Sandt, Bishop Way, stated that she supports the local paper. It is incredibly important to keep a local paper alive, and we need to support them as best as possible. She suggested the CFA is an important part of Emergency Preparedness Committee (EPC) as food sovereignty is so important right now, and it teaches people how to take care of themselves.

Patrick Starnes, Putman Street, encouraged Councilors with concerns about CFA continuing the Farmers Market at Kirks Ferry Park to be part of the committee.

Mr. McDowell stated that the City has historically done a lot for CFA, as one of the City’s big three non-profit partners in the City. When Mrs. Coleman and he sat down with Kathleen Swayze and Steve Brenner to discuss the transition from private ground to public ground, much discussion followed. It was understood that this agreement was a year-to-year issue. The Board needs to understand that the City has done a lot for CFA and supported them in many ways over the years. Mrs. Swayze came to Mr. McDowell in October, and they toured 8 different spots. She took this information back to the CFA Board and discussed the options with them. Before the community garden was established, Mr. McDowell was the one who petitioned the School Board to allow CFA use of the property there for the community gardens. Mr. McDowell wants to make it clear that there is no ill will between any of the non-profits and the City. It is vitally important for everyone to understand that the City has many priorities to fund such as the 26-acre Pioneer Park, the CLRC, and the Library, just to name a few. Let’s accentuate the positive things that we are doing together; the heart for our community is unmatched. We need to accentuate the positive things that we are doing together; we all want what’s best for the community. If Council has to say no, it is never with malice or disrespect for a group or event. Hopefully with this as the new understanding, we can move forward and make the best choices for the City and CFA.

## **COUNCIL COMMENTS.**

Mayor Ware commented that he had encouraged Council President Dave Hansen to run the meeting tonight and would like to offer the same to any other Council member that would like to run a future meeting.



Councilor Chambers commented that if folks need to get their real ID for air-travel, there is only about one year left to do that. Councilor Hansen stated that folks can also use a passport.

Councilor Humphreys thanked friends and citizens of the community for taking their time and coming to Council to share their views. He believes that it makes him a better Councilor. Councilor Hansen echoed this sentiment.

Councilor Hansen stated that in the packet there is a letter from Mike Caughey, Harrisburg City Council President, sharing his experience with doing a “ride-along” with Sergeant Steve Frambes, LCSO. It was very interesting, and it speaks to our relationship with LCSO.

Councilor Hansen also reported that he, Councilor Thompson, and Mrs. Morrow all attended the Region 4 LOC meeting held in Harrisburg last month. He has some comments, but he will hold those until the next meeting due to the lateness of the hour.

**ADJOURNMENT:** *Councilor Chambers made a motion to adjourn at 9:05 p.m. Councilor Craven seconded the motion and it passed unanimously.*

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City Administrator S. Scott McDowell

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Mayor Don Ware



June 28<sup>th</sup>, 2022

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

**Note:** The first section of this report provides an overview of topics to be discussed the night of Council. If an item title is **highlighted in green**, that means the item is part of Council Goals. You will see [G1] or other number in front of certain items. The G number corresponds to a Council goal. When you see this symbol, ☒, it means more information will be provided at the meeting.

“In order to realize the worth of the anchor we need to feel the stress of the storm.”  
~ Corrie ten Boom, Writer & Watchmaker

“If you stand under a waterfall you will get wet.”  
~ Newt Gingrich, Politician

“If the ends don’t justify the means, then what does?”  
~ Bob Moses, Civil Rights Activist



## AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

### 6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. **RAIN & Nate Conroy Update** – Nate Conroy will provide an oral report for Council. Please visit the link found on the Table of Contents for background information.
- B. **Budget Public Hearing | FY 2022.2023** – Mayor Ware will open the floor to the public for comment about the proposed budget as recommended by the Budget Committee. Council must take official action on the budget by adopting Resolution 2022.16 which does three things, 1) makes appropriations, 2) imposes & categorizes taxes, and 3) formally adopts the budget. Please visit the City website for the complete FY 2022.2023 Budget and related materials.

Items included by the Budget Committee in this FY 2022-2023 budget are below:

- ★ Approve the Full Permanent Tax Rate – \$6.9597 per \$1,000.
- ★ Approve the levy amount needed for the Wastewater Bond Debt – \$217,984.
- ★ Recommend a 7% Utility Rate Increase for the upcoming fiscal year.
- ★ Approve Historic Use of State Revenue Sharing (Street Lights).
- ★ Approve and recommend the continued use of all designated funds and line items contained in this FY 2022.2023 budget document.
- ★ Approve the FY 2022.2023 Budget and recommend the same to Council.



- C. **Cybersecurity Review** – CIS requires a review of cybersecurity issues twice a year. McDowell will cover recent challenges and insurance implications.

## 9) LEGISLATIVE:

- A. **Resolution 2022.14: Water Rates Annual Adjustments** – Each year Council passes a utility rates resolution. The Budget Committee is recommending a 7% total increase for the water and sewer utilities. Below are the current rates and proposed increases for your review.

### *What is Council being asked to do?*

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

### Monthly Utility Rates Chart

	Rate	3%	5%	7%
<u>Usage</u>				
Average	\$ 83.00	\$ 85.49	\$ 87.15	\$ 88.81
Mid	\$ 108.00	\$ 111.24	\$ 113.40	\$ 115.56
High	\$ 125.00	\$ 128.75	\$ 131.25	\$ 133.75

### Detailed Utility Rates Breakdown

<b>Water Rates</b>			<b>Sewer Rates</b>		
<u>In-City</u>	5%	7%	<u>In-City</u>	5%	7%
\$27.78	\$29.17	\$29.72	\$37.88	\$39.77	\$40.53
\$1.80	\$1.89	\$1.93	\$44.55	\$46.78	\$47.67
\$2.00	\$2.10	\$2.14	\$48.13	\$50.54	\$51.50
\$2.06	\$2.16	\$2.20	\$53.16	\$55.82	\$56.88
\$2.24	\$2.35	\$2.40	\$48.13	\$50.54	\$51.50
					[Sewer Only]
<u>Out-of-City</u>	5%	7%	<u>Out-of-City</u>	5%	7%
\$41.67	\$43.75	\$44.59	\$57.52	\$60.40	\$61.55
\$2.33	\$2.45	\$2.49			
\$2.61	\$2.74	\$2.79			
\$2.85	\$2.99	\$3.05			
\$2.93	\$3.08	\$3.14			

- B. **Resolution 2022.15: Sewer Rates Annual Adjustments** - Each year Council passes a utility rates resolution. The Budget Committee is recommending a 7% total increase for the water and sewer utilities. Above are the current rates and proposed increases for your review.

### *What is Council being asked to do?*

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

- C. **Resolution 2022.16: Adopting FY 2022.2023 Budget & Making Appropriations** – Each year Council must pass three resolutions to certify the passage of the annual budget. The City has historically accomplished this by adopting one resolution in accordance with State law. The resolution adopts the upcoming fiscal year's budget, makes appropriations, and





imposes & categorizes taxes. Any changes to the budget at this point would require a special meeting of Council. The FY 2022.2023 Budget can be found on the City website at <https://www.ci.brownsville.or.us/bc-budget>.



***What is Council being asked to do?***

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

- D. **Resolution 2022.17: Year End Transfers FY 2021.2022** – Each year Council passes a fiscal year end transfer resolution to properly account for transactions that happened during the fiscal year that may have exceeded line-item spending limits.

***What is Council being asked to do?***

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

- E. **Ordinance 789: Repeal Transient Room Tax** – Councilor Michael Humphreys asked at the last meeting for Council to consider repealing the City’s Transient Room Tax. Council voted in favor of the City Administrator bringing language for consideration. City Attorney Ross Williamson prepared this ordinance.

***What is Council being asked to do?***

Consider the ordinance.

10) ACTION ITEMS:

- A. **Approve Delinquent Assessments** – Annually, Council includes delinquent assessments over a certain amount so the City can recuperate sewer utility costs.
- B. **Advertise the November 8<sup>th</sup>, 2022 General Election** – The City Charter requires Council to notify the public of a general election by publishing an advertisement. Mayor Ware, Council President Hansen, Councilor Neddeau and Councilor Thompson are up for election in November. Please see the advertisement in the agenda packet for more information.



***What is Council being asked to do?***

Authorize the advertisement for the November 2022 General Election.

- C. **Adopt Public Works Standards** – City Engineer Ryan Quigley and Staff have reviewed and prepared revisions to the Public Works Standards. In 2014, Council adopted the Public Works Standards at the request of Staff. The Public Works Standards allow the City to properly protect the communities collective investment in our common infrastructure. The Standards require developments to build infrastructure to stand the test of time and to match existing utilities. The Public Works Standards have been an important tool in allowing the City to develop responsibly without the tax payers and rate payers paying for new developments in town while protecting publicly owned infrastructure.

***What is Council being asked to do?***

Adopt the Public Works Standards as revised.



- D. **Central Linn Recreation Center Renovation Project** ☒ – I have included the estimate from Woodblock & Walen Construction in the agenda packet for your review. All notes are included on those pages. I will provide some analysis at the meeting.

**What is Council being asked to do?**

Determine the next steps for the renovation projects.



Notes: Council should make a few decisions regarding project components, funding, scheduling and professional services. If Council still intends to start this project in June 2023, Council must act very soon to ensure an orderly construction schedule.

- E. **League of Oregon Cities Legislative Policy Ballot** – The League of Oregon Cities publishing a legislative policy ballot every two years. They are preparing for the upcoming legislative session and are once again asking cities to vote for five (5) of the priorities listed in the report found in the agenda packet. The League compiles the votes and then prepares their platform for the upcoming legislative session.

**What is Council being asked to do?**

Please review the priorities and be ready to discuss choices.

11) DISCUSSION ITEMS:

- A. **Annual Project Outlook Checklist Review** – I have included the FY 2021.2022 Project Outlook Checklist on the City website as described on the Table of Contents page for your review. I will give a brief rundown on items accomplished for this past fiscal year.

- B. **ROI Grant Disbursements | Inception-to-Date** – The City received the latest invoice from JayRay. The spreadsheet is included in the agenda packet for your review.

From 04.26.2022: Requirements of Resolution 2022.07 asks that Staff report any ROI grant disbursements to Council. Enclosed in the agenda packet are the transactions so far.

- C. **May Financials**

**UPDATES, INFORMATION & HAPPENINGS**

**Active: Municipal Court** ☒ – The official transition has been made to the Linn County Justice Court. The City will still collect certain payments for a while as people transition to pay in Lebanon. I will show the links on the City website and review the process Tuesday evening. Mrs. Humphreys last day was June 21<sup>st</sup>, 2022.

From 05.24.2022: Many things have been completed over the last months toward the transition to Justice Court. I will provide an oral report for the meeting Tuesday. I have placed the finalized agreement with Linn County in the agenda packet for your review. The City held the last Municipal Court on May 18<sup>th</sup>, 2022.





# City Administrator Report

*From 04.26.2022:* Council has reviewed the information to transition the Municipal Court to the Linn County Justice Court. If Council wants to proceed with this transfer, Council needs to make a motion to authorize the City Administrator and Mayor to execute all necessary documents and agreements for this purpose. Linn County has an intergovernmental agreement (IGA) with several cities in Linn County to perform court services. Anyone being issued a citation in Brownsville will have to appear in Lebanon at the Justice Court once the agreement is in place. The City will receive a smaller portion of all fines, assume payment for certain costs, but not have the responsibility of providing qualified court personnel. Staff has a comprehensive checklist to ensure a smooth transition.

**Active: Woodblock & Associates Proposal** **[G5]** ☒ – Please see above and refer to the information in the agenda packet.

*From 05.24.2022:* Basically, Jonathan Dunn & Tyler Miller along with the City have completed all the prep work needed for a proper construction estimate. Woodblock will now put the drawings and specs out for an estimate with Walen Construction so Council will have a clear budget number and scope. The City is hoping to start the work in June 2023 which means the project would need to be bid early Spring 2023. I will provide an oral update Tuesday evening.



*From 04.26.2022:* The Ad Hoc Committee met with the architects recently to review scope of work and other considerations. The Committee will meet again on the first Monday in May to finalize the scope of work.

*From 03.22.2022:* Staff is progressing nicely with the architects. Udell Engineering was hired by the City to perform required survey work and the City also entered into an agreement to have a complete evaluation of the mechanic, electrical and plumbing systems.

*From 01.25.2022:* Council had sent Staff forward for a proposal for the upgrades to the Rec Center. The proposal is included in the agenda packet for your review.

**Active: Nuisances** ☒ – The City ended up following up on over forty (40) properties. Staff is happy to report that most everyone cooperated well with the City's efforts to enforce Council's laws. Phase II will be dependent on the fire season as usual. The City will continue to inspect for nuisances through October.

*From 05.24.2022:* Administrative Assistant Tammi Morrow and I did a full first round of nuisances. The deadline for the first round of Request For Action (RFA) letters is due May 27<sup>th</sup>, 2022.

**Active: Pacific Power Franchise Agreement** **[G1]** – City Attorney David Ris said we are still awaiting word from Pacific Power company.

*From 03.22.2022:* Pacific Power sent back their latest language. Mr. Ris and I made our notes and sent it back to them. There is a key point on private development that we are trying to ensure makes the agreement.

*From 02.22.2022:* City Attorney David Ris and I continue to go back and forth with the Pacific Power over language changes on the new agreement. As soon as we reach agreement on the details, I will forward the franchise agreement to Council for review in ordinance form.



**Active: Linx Logistics Meeting** ☒ – The City’s partnership with the City of Lebanon’s Linx Bus Service began June 21<sup>st</sup>, 2022. Service will be conducted weekly on Tuesday and Friday. All riders are free for the first year. Bus stops include the American Legion/Senior Center and the Assembly of God Church. Please visit the link below for the complete schedule and more information:



<https://www.ci.brownsville.or.us/linx>

*From 05.24.2022:* I have enclosed Mayor Ware’s invitation for your review.

*From 04.26.2022:* Ware, Thompson and McDowell met with Kindra Oliver to round out five general questions about the proposed transportation link to Lebanon. Questions were, 1) routes once in Lebanon, 2) Dial-a-bus interface, 3) rates, 4) funding & commitment level, and 5) timeline, implementation & marketing. Oliver provided a map and schedule for the in-city route once a rider makes it to Lebanon. The Lebanon Senior Center will be the hub for riders to catch the next ride to their final destination. Riders can also contact Dial-a-bus or a demand response vehicle for rides to other locations. Cost to the riders are as follows, \$1 for Seniors or people with disabilities, \$2 for riders over the age of 18, no cost for riders under the age of 18; children under the age of 12 must be accompanied by an adult. All costs reflect a one-way fares.

Oliver will attend an event in Brownsville to answer any questions and prepare for the program roll out. Oliver is updating all associated print materials. The City will need to help with marketing efforts in Brownsville. Ware, Thompson and McDowell have developed a plan for the City. Currently, the City is awaiting a decision by the Senior Center & American Legion.

**Active: Public Works Standards | [G5]** – Please see above.

*From 05.24.2022:* City Engineer Ryan Quigley asked for an extension to complete the final Public Works Standards document. Council will review the document at their June meeting.

*From 04.26.2022:* Staff met to review the new Public Works Standards on April 13<sup>th</sup>, 2022. Staff hopes to have a final version for Council approval at either the April or May Council meeting.

**REAL MVP Meetings | [G3]** – The REAL Website launch details are being attended to. The effort to secure a RARE student has been delayed. JayRay has forwarded a proposal for additional support services that is currently being considered.

*From 05.24.2022:* McDowell attended the City of Halsey’s Council meeting earlier this month. Halsey voted unanimously to extend the agreement with the Alliance.

*From 04.26.2022:* The group will now be referred to as REAL which stands for Rural Economic Alliance. I shared the new logos at the last Council meeting. I have been asked to serve as Chair once again for the group. I have also been asked to present at partner City Council meetings on behalf of the group as members are looking to continue the IGA signed in December 2019 for at least one more year before redoing the agreement. The agreement would need to be updated once all the goals and outcomes have been met under the current agreement. The Pandemic caused great delay, but the group has been diligent on making up the time over the last six months.



**RAIN Grant Coordination | [G3]** – *From 04.26.2022:* Caroline Cummings, Nate Conroy and I attended the latest checkin with the State.



*From 02.22.2022:* The City received the grant from Business Oregon. Resolution 2022.07 shares details on how the funds will be expended and such. Staff continues to work out the details for disbursement with RAIN.

**D-Prep Status | [G4]** ☑ – Members met to discuss whether or not to move forward with the contract. After much discussion, the group decided to move forward with the Phase I assessment. The firm contract is WSP USA Solutions Inc. out of Portland, Oregon for the total amount of \$34,741.92. The City of Sweet Home is the official contracting agency. Execution of this contract will follow the guidelines set forth in an intergovernmental agreement signed by the six agencies about a year or so ago. Phase I will assess areas that should be addressed to be ready for a variety of disasters, how to setup an effective Emergency Operations Center (EOC), provide guidelines and locate shared resources & personnel, along with highlighting the need for training & specific exercises.

*From 05.24.2022:* The group has landed on a price and plans to meet in person soon to determine the correct next step.

*From 04.26.2022:* Sweet Home’s Blair Larsen is working with the vendor to settle on a few of the details. The group is awaiting a rate schedule and a not to exceed estimate for Phase I.

Policy

(fyi)

(fyi)

(fyi)

## **Public Works Standards & Requirements**

The City officially adopted Public Works Standards (PWS) in 2014. PWS are exact specifications for all civil engineering aspects impacting City services such as the water & sewer utilities, streets, sidewalks, storm water, and other important common infrastructure. The PWS give all developers direction on how the City wants public infrastructure to be installed. The City requirements inspections and technical reports to ensure that the infrastructure has been installed according to the requirements.

The City wants to ensure that the structures and appurtenances that are used for development match existing inventories and are made to specific industry standards that will ensure they stand the test of time. Cities typically have these standards to create a continuity of operations that allows for better maintenance of all effected infrastructure systems.

If roads are not build to proper standards, they fail sooner which in turn costs the tax payers more money for repairs, as an example. Sidewalks should be installed to a certain standard for the same reasons. One ‘real world’ example of not having standards is Filbert Court. The City did not require deflection testing on the street and all the utility trenches used to hook up the homes failed because they were not compacted correctly. If the City would have had PWS, this would not have happened.



The PWS give all developers a level playing field as well, everyone choosing to develop knows what the requirements are going to be as well as the process in which to gain the necessary approvals for any given project.



## 1 Goal 1 | Focus on Fundamentals

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

### LCSO Month-to-Month Comparison (18 months)

Year	Month	Traffic Citations	Traffic Warnings	Hours
2022	May	15	7	200
2022	April	40	18	231
2022	March	13	12	211.25
2022	February	19	12	213.25
2022	January	11	11	244.5
2021	December	19	17	200
2021	November	12	16	220.75
2021	October	13	25	204
2021	September	9	3	230
2021	August	10	5	218
2021	July	19	8	233.25
2021	June	9	9	184.25
2021	May	40	15	209
2021	April	14	13	210
2021	March	18	14	213.25
2021	February	28	11	208.4
2021	January	14	10	204
2020	December	14	12	226
	<i>Subtotal</i>	317	218	3860.9
	<b>Total Average</b>	317.00	218.00	214.49
		<i>Cites</i>	<i>Warnings</i>	<i>Hours</i>

**LCSO Quarterly Meeting | [G1]** – Councilor Chambers, Councilor Humphreys & I attended the quarterly meeting in Millersburg on June 2<sup>nd</sup>. Linn County District Attorney Doug Marteeny presented crime statistics and discussed the impacts recently adopted State policies are having on law enforcement. Top four types of felonies for Linn County are, 1) Stolen vehicles, 2) Theft I, 3) Weapons and 4) Identity Theft. Marteeny reported that marijuana has become much more of an issue since legalization. He said that Mexican and Chinese cartels cultivate crops in Oregon and ship the product back east for sale and distribution. There is a push back on the legalization of illegal drugs that happened last election. Marteeny has seen a significant rise in Fentanyl saying that it used to be an FBI issue when a pound of Fentanyl was found in circulation, now that is a common occurrence. He is gravely concerned for the safety and welfare of citizens due to this explosion. Marteeny stressed the importance of advocacy for law enforcement issues during the next session of the State Legislature.

*From 05.24.2022:* Councilor Chambers & Thompson volunteered to attend the upcoming meeting on June 2<sup>nd</sup>, 2022 in Millersburg. Linn County District Attorney Doug Marteeny will be presenting.



*From 04.26.2022:* Sheriff Duncan landed on a 5% increase for the law enforcement contract for the upcoming FY. I continue work on ordinances for the group.

**TMDL & Designated Management Agency (DMA) | [G1]** – *From 04.26.2022:* Work continues.

## 2

### Goal 2 | Water Rights

**Oregon Association of Water Utilities (OAWU) | [G2]** – Tim Tice is finalizing the report. Council should be in receipt of the report soon. Once Council approves the report, it will be filed with the State for their review & approval.

*From 04.26.2022:* Public Works Superintendent Karl Frink and I sat down with Tim Tice last week to make decisions on short-term and long term future improvements for the City's Water Distribution System.

*From 03.22.2022:* Public Works Superintendent Karl Frink and I continue to provide information for the WMCP plan to Mr. Tim Tice at OAWU.

**Oregon Water Resources Department (OWRD) | [G2]** – Mr. Tice has had a running dialogue with OWRD throughout this process.

*From 05.25.2021:* I contacted the State to make sure they were aware that the City is working with OAWU as required. Kerri Cope acknowledged the City's current project status.

*From 04.27.2021:* Mr. Rolfe has taken a position with a law firm in Washington State. The City will continue our representation through Schroeder Law.

## 3

### Goal 3 | Economic Development Plan

**Authorize Rural Economic Alliance (REAL) Agreement Extension** – Council authorized a two year extension.

*From 05.24.2022:* The IGA with the eight, now nine cities is set to expire on June 30<sup>th</sup>, 2022. I am asking on behalf of the group to extend the agreement for another two years. REAL will be finishing the objectives from the original agreement that were halted due to the Pandemic. Soon, the group will generate the strategic plan for the next agreement. I have included the current agreement in the packet for your review.

## 4

### Goal 4 | Community Development Plan



**Active: Canal Company & the Mill Race | [G4] Agreement Proposal** – *From 05.24.2022:* Staff has forwarded the agreement to Canal Company leadership and is waiting to set up a meeting as scheduling allows.

*From 03.22.2022:* I finished the initial draft of the proposed agreement. Mayor Ware & Councilor Craven have reviewed the document, however, Council should make a few key decisions before proceeding any further.

*From 02.22.2022:* The City obtained video footage to help in telling the story and highlighting the importance of the Canal. I am working on the agreement and the ‘roll out’ plan.

**Land Inventory | [G4]** – Mr. Kinney continues preparations. Staff has provided a few deadlines to move the process forward. We are hoping to be holding public hearings in January 2023.

*From 03.26.19:* Please review the letter from Planning Consultant Dave Kinney. I asked Mr. Kinney to provide this letter to show Council the process and the political will that is going to be necessary for this important project.

See past reports for more information.

**RV Ordinance & the Zoning Code Amendment | [G4]** – *From 10.27.2020:* Administrative Assistant Elizabeth Coleman and Planning Consultant Dave Kinney have been working on a major amendment to Title 15 of the Brownsville Municipal Code. The proposed RV ordinance from last meeting falls within Title 15. City Attorney Ross Williamson said that any amendments to Title 15 will require a special process as it falls within the Measure 56 rule that requires two separate public hearings and a direct mailing to all effected property owners.

**Right-of-Ways & Storage Containers | [G4]** – *From 12.17.19:* Council considered **two** ideas moving forward at the last meeting. Idea #1) consider permitting for temporary storage containers, and Idea #2) consider future requirements for storage containers as permitted living spaces.

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## 5

### Goal 5 | Capital Improvements Plan

**Facilities Review Committee Recommendation Outcomes | [G5]** – See above.

*From 02.22.2022:* Staff met with Jonathan Dunn’s architecture firm on February 16<sup>th</sup>, 2022 to start the process at the Rec Center.

*From 01.25.2022:* Council accepted Woodblock & Associates proposal.

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## 6

### Goal 6 | Organizational Development



*From 02.22.2022:* Council Retreat allows for this goal to be implemented and improved upon.





## 7

### Goal 7 | Advocacy Plan

*From past meetings:* Council and the Chamber made a difference in getting an exemption for pharmacies carved out by the State Legislature due to the negative impact of the Corporate Activities Tax.

#### ACTIVE, PENDING & STALLED

**Active: Rec Center & Pioneer Park Pavilion** – See above.

*From 12.21.2022:* The next step is to gather accurate cost estimates for work to be performed so Council can determine what happens next.

*From 09.28.2021:* Council will discuss the next steps for this project. Council had developed a Facility Review Committee (FRC) that had made some formal recommendations which Council completed in 2019. An informal, ad hoc committee was created to review logistics and details however due to the pandemic, the project has been on hold. The City was working with representatives from the Central Linn School District, the Central Linn Rec Center, Park Board, the Linn County Pioneer Association, the Chamber and the City of Halsey. Council and the Budget Committee have set aside a substantial amount of money for this project.

**Active: McClain & Cemetery Maintenance** – *From 05.24.2022:* Mr. McClain has been notified of the progress the City has made to date on the pending cemetery roadway improvements.

*From 04.26.2022:* The City has ordered the signs for the Cemetery. Public Works will make arrangements to install the signage and provide the McClain's with a remote control for the new gate.

*From 02.22.2022:* Public Works Superintendent Karl Frink and I met shortly after the last Council meeting to address the items in Mr. McClain's letter. Karl will be installing an automatic gate at the Cemetery, addressing the stormwater runoff issue with drainage, and Public Works will resume grading the road.

**Active: River's Edge Outcome** – *From 05.24.2022:* Staff continues to work closely on inspections and permitting issues. Public Works Superintendent Karl Frink recently reported that the developer was planning on making the required improvements to the open space area in the subdivision. This open space area will be the responsibility of the homeowners association. The City is holding \$102,946.95 for the completion of this project. Once the open space meets inspection, the City will refund those monies.

#### COMPLETED

- ✓ Attended REAL monthly meeting.
- ✓ Attended LCSO Quarterly meeting.
- ✓ Worked on the language addendum for the LCSO agreement.
- ✓ Linx logistics & preparations.
- ✓ Nuisances and Weeds were posted and handled.



- ✓ Public Works completed preparations for Picnic.
- ✓ Worked on HB 3115 with City Attorney Ross Williamson.
- ✓ Met with City Insurance Agent Darrin Godfrey to review City coverages.
- ✓ Completed DAS requirements to receive State Revenue Sharing.
- ✓ Met with representatives of the Calapooia Food Alliance at their request.
- ✓ Met with City Engineer Ryan Quigley on a variety of issues.
- ✓ Reviewed Rec Center Renovation costs with Woodblock & Associates.

Please visit the City website at <https://www.ci.brownsville.or.us/currentevents>.  
 ★ *Kirk Avenue Project History*  
 ★ *Calapooia Riverbank*

Respectfully Submitted,

City Administrator Scott McDowell

## LEGISLATION, POLICY AND GRANTS

### L.A. ordinance to ban sales of flavored tobacco

The Los Angeles City Council has voted 12-0 to pass an ordinance prohibiting 4,500 tobacco retail stores in the city from selling flavored tobacco, including hookah tobacco, starting Jan. 1. The ordinance does not prohibit flavored tobacco use and possession among individuals older than 21.

**Full Story:** [Los Angeles Daily News/City News Service \(6/1\)](#)



## LEGISLATION, POLICY AND GRANTS

### Low-carbon concrete requirements OK'd in Portland, Ore.

Engineers in Portland, Ore., have approved new requirements for lower-carbon concrete mixes that are expected to yield up to 35% fewer greenhouse gas emissions than conventional concrete mixes. All city construction projects will have to meet the embodied carbon requirements for concrete.

**Full Story:** [KPTV-TV \(Portland, Ore.\) \(6/16\)](#)





## Public Works Report June 22, 2022

### Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the month of June.
- *Distribution System* – There were two small water leaks this month.
- *Cross Connection Program*- Nothing to report this month.
- *Water Treatment Plant* – We are currently running on the wells for our water source. We hope to be switching to the infiltration gallery soon. All of the instruments have been calibrated to factory specifications.
- *Misc.* – Public Works has stopped hydrant flushing until our water source is switched back to the Infiltration Gallery. A large oak tree has fallen on the old water treatment plant, destroying the electrical service to this facility. We are waiting on our tree company to begin cutting and removing the tree from this facility.

### Sewer:

- *North Lagoons* – Discharge from this facility began May 19<sup>th</sup> and finished May 27<sup>th</sup>. The total discharged was 8.112 million gallons. All of the flow meters and pH instruments have been cleaned and calibrated to factory specifications.
- *South Lagoons*- Discharge from this facility began May 19<sup>th</sup> and finished June 3<sup>rd</sup>. The total discharge was 18.289 million gallons. All of the flow meters and pH instruments have been cleaned and calibrated to factory specifications.
- *Collection System*- There are several new sewer connections pending with several new homes being constructed.
- *Misc.* – Nothing to report this month.

### Streets:

- *Mowing/Tree Maintenance* –Public Works continues to trim branches as needed. Public works has begun mowing rights-of-ways throughout town.
- *Asphalt/ Gravel Road Maintenance* –All gravel streets and access roads have been graded. Public works will be adding rock to these streets prior to dust control applications. Street painting is near complete.
- *Storm Drainage* – Nothing to report at this time.
- *Misc.* – Street sign work continues as time allows. Many new locations have new posts set and the new signs installed. We will be creating a map that indicates all the areas in town that public works mows and maintains. Several streetlights have burned out and have been repaired as needed. Additional work includes cleaning and applying new bark mulch to all tree wells and flower beds.

### Parks:

- *Pioneer Park* –The park is mowed and maintained by the caretakers. Many additional tasks were completed in preparation of Pioneer Picnic.
- *Blakely Park* – The Park is mowed and maintained as needed.
- *Kirk's Ferry Park* – This Park is mowed and maintained as needed.
- *Remington Park* – We are currently hand mowing this park to allow the new grass to fully establish before using the larger machines to maintain this park.

### Cemetery:

- *Grounds* –Several plots have been marked for burial or headstone placements. Public works mowed, trimmed, blew off headstones and hauled away 8 dump truck loads of cut grass to ensure the cemetery was looking its best for Memorial Day weekend.

**Library:**

- *Grounds*- This facility has been mowed and maintained as needed.
- *Buildings*- Some minor building repairs are complete.

**Downtown**

- *Restrooms* – This facility is cleaned every Friday, or more often needed.
- *Garbage cans* – Downtown garbage cans are emptied every Friday, or more frequently as needed.
- *Parking Lot* – Parking lots have been re-striped.
- *Misc.* – Flower beds have been weeded and new bark mulch applied.

**City Hall:**

- *Buildings*- Nothing to report this month.
- *Grounds* –The grass is mowed and maintained weekly, or as needed. The irrigation will be turned on soon. Flower beds have been weeded and new bark mulch applied.
- *Community Center*- Nothing to report from this facility this month.

**Rec. Center:**

- *Grounds*- The grass is mowed weekly or as needed.
- *Buildings*- Nothing to report this month

**Public Works:**

- *Grounds*- This facility has been mowed and maintained as needed.
- *Buildings*- Cleaning and organizing continues as time allows.
- *Misc.* – Preventative maintenance is being performed on all the vehicles and equipment. All the equipment at public works has been repaired or in the process of being repaired to prepare for use.
- *Equipment Repair*- Several pieces of equipment have broke down and have been repaired.
- *Training*- Nothing to report this month.

Respectfully Submitted,



Karl Frink, Public Works Superintendent

# PLANNING AT A GLANCE

## JUNE 2022

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

• Mechanical	Install A/C	1305 Ash St.
• Mechanical	Replace Gas Furnace	531 Spaulding Ave.
• Structural	Garage w/Breezeway	624 Loucks Way
• Plumbing	Replace Sewer Line	118 E Worley Ave.
• Mechanical	Replace Gas Furnace	400 Kirk Ave.
• Fence		802 River Ave.
• Construction	Patio Cover 8x10	612 Kay Ave.
• Fence		220 Kirk Ave.
• Fence		850 Pebble St.

Elizabeth E. Geman

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT  
STATISTICAL REPORT FOR MAY 2022**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	19	0	0	0	
Violations	160	0	0	0	
Contempt/Other	48	0	0	0	
				0	
<b>TOTALS</b>	<b>227</b>	<b>0</b>	<b>108</b>	<b>0</b>	

**BALANCE SHEET FOR THE MONTH**

**Court Revenue**

**Court Payments**

Total Deposits +	\$ 5,364.71	City	\$ 3,931.71
Total Bail Released +	\$ -	Restitution	\$ -
PayGov Adjustment	\$ -	Oregon Dept Revenue	\$ 1,145.00
Total Bail Held -	\$ -	Linn County	\$ 383.00
* Total Refund/Rest -	\$ 50.00	State Misc.	\$ -
Total NSF's -	\$ 45.00	DUII Surcharge	\$ -
Cash Shortage -	\$ -	Misc Deposit	\$ -
Miscellaneous Income	\$ -		
<b>TOTAL COURT REVENUE</b>	<b><u>\$ 5,459.71</u></b>	<b>TOTAL COURT PAYMENTS</b>	<b><u>\$ 5,459.71</u></b>

Credit given for Community Service	\$ -
Other Credit Allowed Against Fines	\$ -
Total Non-Revenue Credit Allowed	<u>\$ -</u>

**TOTAL CASH PAYMENTS TO:**

CITY	\$ 3,931.71
STATE	\$ 1,145.00
COUNTY	\$ 383.00
*REFUND   RESTITUTION   BAIL HELD	\$ -
<b>TOTAL:</b>	<b><u>\$ 5,459.71</u></b>



# LINN COUNTY SHERIFF'S OFFICE

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

## 2022

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

**FOR THE MONTH OF: May**

<b>TRAFFIC CITATIONS: -----</b>	<b>15</b>
<b>TRAFFIC WARNINGS: -----</b>	<b>7</b>
<b>TRAFFIC CRASHES: -----</b>	<b>1</b>
<b>ADULTS CITED/VIOLATIONS: -----</b>	<b>1</b>
<b>ADULTS ARRESTED : -----</b>	<b>4</b>
<b>JUVENILES CITED/VIOLATIONS: -----</b>	<b>1</b>
<b>JUVENILES ARRESTED: -----</b>	<b>0</b>
<b>COMPLAINTS/INCIDENTS INVESTIGATED:-----</b>	<b>105</b>

**TOTAL HOURS SPENT: 200 Hours  
BROWNSVILLE**

**CONTRACT HOURS = 200 HOURS**

**Michelle Duncan,  
Sheriff, Linn County**

**By: Sergeant Steven Frambes**



May 2022

Here are a few facts about our library the month of May 2022. We have received 30 new books for the library. Volunteers donated 109 hours to our library. There were 1,332 materials checked out. 399 adult fiction books; 148 adult non-fiction books; 91 audio books; 402 children's books; 160 junior books; 52 junior reference books and 80 large print books.

In May, we held 11 children's programs with 126 participants. There were 6 programs for adults with 36 participants.

It was exciting to find a bookbinder to continue binding *The Times* in hardbound books. I am looking forward to seeing the missing years added to our History shelves. Story Time celebrated a milestone this month with 20 children and 8 adults! It was like a summer program with all those children. All adults present received an honorary engineering degree for helping one to four children build amazing rockets. Summer Reading Program is approaching quickly. Our team has been making final preparations for Thursdays in July from 4 – 5 PM. The Activities List includes tie-dye; camping preparedness; rock painting and Caesar the No-Drama Llama.

Respectfully submitted,

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

Sherri Lemhouse  
Librarian





**2021-2022 Council Goals**  
**(Compilation Date: February 2022)**

**Goals 2021-2022**

1. Focus on the Fundamentals.

- *Protect & Manage Brownsville's Treasury.*
- *Foster Cooperative and Productive Relationships in Brownsville with the Central Linn Community, Linn County, & State & Federal Agencies.*

2. Water Rights.

- *Explore Possible Additional Water Source Options.*
- *Continually Work on Perfecting Water Rights.*
- *Complete Water Conservation Plan required by the State.*

3. Economic Development Plan.

- *Participate in Regional Efforts and Opportunities in Real-Time.*
- *Implement the Mid Valley Partnership Agreement.*
- *Finalize Economic Analysis, Land Inventory and Urban Growth Boundary.*

4. Community Development Plan.

- *Refine Brownsville Code Requirements & Public Works Standards.*
- *Adopt Building Rules and Standards to Preserve Historic Aesthetic.*
- *Emergency Preparedness Planning: Participate in Local and Regional Efforts to Expand Public Awareness and Readiness.*
- *Monitor Tort Limits, Recreational Immunity & Case Law impacting Local Amenities.*
- *Continue Promoting Youth Activities with Community Partners.*

5. Capital Improvements Plan.

- *Construct Downtown Wastewater Improvements.*
- *Plan for the GR 12 Waterline Extension.*
- *TMDL Review, Monitoring and Implementation Elements.*
- *Work toward Recreation Center Renovation & Construction of New Pavilion.*

6. Organizational Development.

- *Focus on Council Leadership Development & Training.*
- *Continue Positive and Effective Working Relationship between Council and Staff.*
- *Emphasis on Volunteer Training and Meeting Logistics & Procedures for All Boards & Committees.*

7. Advocacy Plan.

- *Develop a Standing Committee to develop an advocacy strategy, to write policy statements and stay abreast of legislative developments at the State & Federal level.*
- *Focus on Home Rule, the League of Oregon Cities, the Cascade West Council of Governments, and other regional efforts to strengthen the City's policy positions.*



## Goals Progress Plan

### 1. Focus on the Fundamentals.

- *Protect & Manage Brownsville's Treasury.*
- *Foster Cooperative and Productive Relationships in Brownsville with the Central Linn Community, Linn County, & State & Federal Agencies.*

**Plan:** Council, the Budget Committee and Staff will continue working carefully with the annually adopted budget to ensure financial well-being and to complete the goals of the City. Staff will strive to provide services efficiently and effectively to maintain low costs. Staff will work to maintain the City's outstanding financial rating. Staff will execute the planned projects found in the FY 2020.2021 and FY 2021.2022 budgets, as time, priority and possible financial constraints allow.

Staff will continue to strive for excellence in all relational aspects locally and regionally. McDowell will continue his involvement with the Solid Waste Advisory Committee (SWAC), the Linn County Sheriff's Office (LCSO) Joint Cities Coalition, the Linn County Planning and Building Department meetings, City/County Insurance Services (CIS), International City Management Association (ICMA), Oregon City/County Management Association (OCCMA) and the League of Oregon Cities (LOC) as needed. Public Works Superintendent Frink works with various groups including 811. Administrative Assistant Elizabeth Coleman works with the Linn County Planning and Building Department and the Park Board.

Staff is also very involved at a local level. McDowell serves as a liaison to the Board of Directors for the Chamber of Commerce and attends other civic organization meetings as requested or required. Mayor Ware serves on the Central Linn Community Foundation and the Lions Club, among others. Councilor Thompson serves as the liaison to the Central Linn Recreation Association (CLRA). Mayor Ware serves on the Cascade West Council of Governments (COG) Board. Councilor Gerber serves on Cascade West Council of Government's Transportation Board. Councilor Humphreys will serve as the liaison to the Linn County Sheriff's Office (LCSO).

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### September 2021 Update

- ★ **Treasury** | The City passed a balanced budget with many exciting projects for 2021.2022. Council refinanced debt to save money. Council and Staff, namely Administrative Assistant Tammi Morrow, have been effective using CARES Act money to backfill expenditures related to the Pandemic. Singerlewak recently completed the annual audit visit and is currently preparing the final report for FY 2019.2020. Staff will make sure the documents are sent to the proper agencies including the Secretary of State's Office. New housing developments will cause an increase in the General Fund for the fourth year in a row. It is also important to remember that the tax bill will look different this year due to the refinancing. The City already collected the money for this year's payment, so it will not reflect on the tax bill this year.
- ★ **Relationships** | The summer months have been busy with regional efforts heating up due to the removal of the State lockdown requirements. The City signed an IGA with Lebanon and Sweet Home for disaster preparation (D-Prep). The group is currently working on received proposals for the execution of Phase I of that program.

The City has been working with the LCSO and the Linn County Planning and Building Department on continued improvements. LCSO will be making several changes in personnel due to the retirement of Undersheriff Paul Timms.



Personnel changes at the LCPBD led to a meeting with Commissioner Sprenger to discuss possible outcomes with the Department. The County is currently working on filing the top position in the Department.

Council and Staff are reviewing the guidelines and requirements for the American Rescue Plan Act (ARPA) money.

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### February 2022 Update

- ★ **Treasury** | The City has completed two major capital improvements projects over the last part of 2021 and the first month of 2022. The Downtown Sanitary Sewer & Waterline (DTSS) project met with what could have been a massive change order as the crew encountered an old fuel tank. Fortunately, the total costs for removal of that tank was about half of what was originally projected; coupled with contract credits the total change orders will be less than \$20,000 on a \$518,000 project. The American Recovery Plan Act (ARPA) provided over \$200,000 in funding to the City from the Federal government for pandemic relief. Council earmarked these funds for the DTSS project which was very propitious due to the construction costs. The City also finished the development of Remington Park. The project came in slightly under the project budget of \$60,000.

Inflation caused the Social Security Administration to adopt a 5.9% increase for 2022. The City's pay scale was adjusted accordingly. The City experienced continued growth in the housing market and we will see another increase in the City's General Fund for this upcoming fiscal year of close to 5%.

Staff is concerned about the impacts of inflation over the next year. The State continues to drive up permitting fees and other associated costs for operating the utilities.

- ★ **Relationships** | Work with regional partners has been moving forward, full speed ahead. The City is close to making a determination on a vendor for the IGA with Lebanon and Sweet Home for disaster preparation (D-Prep). The group is reassessing the steps forward after the sudden departure of Sweet Home City Manager Ray Towery.

The Mid-Valley Partnership (MVP) has been working to accomplish the goals of that IGA. McDowell was able to successfully apply for funding through Business Oregon to help fund the marketing effort which was a major component of that agreement. The financial relationship with RAIN was also improved by the award. The group has rebranded and will become REAL which stands for the Rural Economic Alliance. The group is now working with the University of Oregon on asset mapping and is looking to hire a RARE student to serve as point for this goal.

Staff has continued to improve relations with Linn County working with the Sheriff's Office contract cities, the improvements made to Planning & Building, working on advocacy with the District Attorney's Office, and hoping to work with the Commissioner's Office on economic development issues. The City is also under agreement with Business Oregon's Rural Opportunities Initiative (ROI) for the monies aforementioned. The City is reporting on ARPA funding too.

The City's new State Representative for 2023, Jamie Cate, has also been active with the City in the interim assisting with the corporate activities tax among other issues that are important to the City.



## 2. Water Rights.

- *Explore Possible Additional Water Source Options.*
- *Continually Work on Perfecting Water Rights.*
- *Complete Water Conservation Plan required by the State.*

**Plan:** Council recognizes water as the City's most valuable resource. The City will continue exploring additional resources such as procurement of upstream water rights and other possibilities that may exist in areas around Brownsville. Staff will continue to work with City Engineer Ryan Quigley and City Attorney Rolfe Wyatt on issues as they arise through the State Legislature and other agencies of the State such as the Oregon Water Resources Department (OWRD). Staff will continually work on the Water Conservation Plan with Oregon Association of Water Utilities as hired in early 2021.

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### September 2021 Update

- ★ **Water Rights** | The City is now working with Attorney Sarah Liljefelt at Schroeder Law out of Portland. Long-time representative Wyatt Rolfe took a new position with a different firm. The City shut off the water to the Mill Race in early August due to extremely low water levels. The State Water Master did not send notice on the Mill Race to date.
  - ★ **Conservation Plan** | Council hired Oregon Water Utilities Association (OAWU) to complete the necessary reporting to comply with the Oregon Water Resources Department (OWRD) requirement that the City have a Water Conversation & Management Plan completed by March 2022. Mr. Tim Tice of OAWU is working with Staff on this report. Staff and OAWU have notified the State of Oregon about where the City is in this process.
- 

### February 2022 Update

- ★ **Water Rights** | The City will be working with Dyer Partnership on water rights issues moving forward. Mr. Tim Tice assisted with the reverse water right for the Mill Race. Dyer is working on engineering to extend a water line from the GR12 well site.
- ★ **Conservation Plan** | Public Works Superintendent Karl Frink and Administrative Assistant Jannea Deaver continue to work on numbers for Oregon Water Utilities Association (OAWU) for the Water Conversation & Management Plan. Mr. Tim Tice has received a deadline extension from the State's Water Resources Department for the report.

## 3. Economic Development Plan.

- *Participate in Regional Efforts and Opportunities in Real-Time.*
- *Implement the Mid Valley Partnership Agreement.*
- *Finalize Economic Analysis, Land Inventory and Urban Growth Boundary.*

**Plan:** Continue working with partners on regional economic development efforts.

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

The City will incorporate several new ideas from the Goal Setting session into the Land Inventory and Update.

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### September 2021 Update



- ★ **Mid-Valley Partnership** | The Mid-Valley Partnership (IGA) is moving ahead with the deliverables contained in the agreement signed in December 2019. The Pandemic slowed this project to a standstill for over a year. The group is currently out for proposals on the development of a stand-alone, joint website and marketing & branding materials.
  - ★ **Land Inventory** | Administrative Assistant Elizabeth Coleman continues to work closely with Mr. Dave Kinney to prepare for the completion of the land inventory and review process through Linn County and the State of Oregon, namely the Department of Land Conservation & Development (DLCD). Council & the Planning Commission will be heavily involved in public hearings to complete this project.
- 

### February 2022 Update

- ★ **Mid-Valley Partnership** | The Mid-Valley Partnership (IGA) is working on website development and bridging partnerships with other economic development efforts in Linn and Benton County. So far, the group has been successful completing objectives with the help of grant money from the Linn & Benton counties and the State of Oregon.
- ★ **Land Inventory** | Administrative Assistant Elizabeth Coleman continues to work closely with Mr. Dave Kinney to prepare for the completion of the land inventory. The Planning Commission recently added a few issues that could be included in this project. The focus of this project is to ask for more developable land across multiple zones as well as adjusting the Brownsville Municipal Code to accurately reflect new rules that have been adopted by the State and requirements that will be beneficial to the City. Once the City starts the process, there will be several public meetings and discussions around the proposed changes as required by State law.

#### 4. Community Development Plan.

- *Refine Brownsville Code Requirements & Public Works Standards.*
- *Adopt Building Rules and Standards to Preserve Historic Aesthetic.*
- *Emergency Preparedness Planning: Participate in Local and Regional Efforts to Expand Public Awareness and Readiness.*
- *Monitor Tort Limits, Recreational Immunity & Case Law impacting Local Amenities.*
- *Continue Promoting Youth Activities with Community Partners.*

**Plan:** Council would like to continue to explore ways to positively affect community livability. Council will explore building rules and standards to solidify the historic look and feel of Brownsville. The City continues working with ad hoc volunteer committee promoting community emergency preparedness efforts as defined by the Brownsville Municipal Code. Staff will work with the Brownsville Rural Fire District, Halsey-Shedd Rural Fire Protection District, the City of Halsey and the Central Linn School District to accomplish Council directives. Council will continue to explore options for the Central Linn Rec Center and the Pioneer Park Pavilion with various partners including the City of Halsey and the Central Linn School District. Council will continue to monitor attacks against recreational immunity through various sources such as the League of Oregon Cities (LOC) and CIS.

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### September 2021 Update

- ★ **EPC** | The Emergency Preparedness Committee continues work on their annual goals. Several outreach projects have been curtailed due to the Pandemic. D-Prep is also a new



dynamic that assists the City in emergency preparedness operations. Linn County also recently hired Ric Lentz as the new EMA Coordinator.

- ★ **State Legislation** | Council and Staff will soon review all the bills that were passed in Salem this last long-session. There were many concerns that could several hamper municipal operations being considered as always. Three areas of major concern were increases to tort limits, abridgement of recreational immunity and discretionary immunity.
- ★ **Youth Activities** | Councilor Craven recently was appointed as the liaison with the Rec Center. Council opened facilities and allowed the Rec Center to operate their baseball/softball program this summer. Librarian Lemhouse operated the summer reading program at the Library. Council also passed a budget that includes renovations to the Rec Center and the pavilion.

---

### February 2022 Update

- ★ **EPC** | The Emergency Preparedness Committee recently delivered their annual report to Council. The pandemic has hampered in-person events, so the EPC has relied on newsletters to continue raising public awareness on emergency issues. Linn County has also been active with new EMA Coordinator Ric Lentz.
- ★ **State Legislation** | Council and Staff have been working toward several advocacy issues. The short session will soon be over and bring with it more requirements and rules to implement.
- ★ **Youth Activities** | Sean Johnson stepped down as Central Linn Recreation Association President. Katy Kallai became president. Youth sports and activities has begun again in full swing as the State slowly comes out of pandemic response. Staff is working with Woodblock & Associates to complete Phase I of the assessment of the Rec Center for a major renovation slated to being in 2023.

### 5. Capital Improvements Plan.

- *Construct Downtown Wastewater Improvements.*
- *Plan for the GR 12 Waterline Extension.*
- *TMDL Review, Monitoring and Implementation Elements.*
- *Work toward Recreation Center Renovation & Construction of New Pavilion.*
- *Move forward with Canal Company plans.*

**Plan:** Staff will continue to execute engineering and manage the construction of the old, sewer lines in Old Town Commercial. Staff will prepare for the design and installation of the GR 12 waterline. Staff and Council will work as required to cautiously move forward with TMDL requirements. Staff will continue working with the Ad Hoc Committee assigned to looking into the renovation of the Central Linn Rec Center and the relocation of the Pioneer Picnic Pavilion.

---

### September 2021 Update

- ★ **Downtown Sanitary Sewer (DTSS)** | Council entered into a contract with Pacific Excavation to build the sanitary sewer and water line in the downtown area. Projected start date is October 4<sup>th</sup>, 2021. The contract will probably be a ninety day contract for completion. The City is stretched budgetarily on this project. Public Works Superintendent Karl Frink will serve as



project inspector and City Engineer Ryan Quigley will also provide contract oversight and direction.

- ★ **GR 12 Water Line** | Council and Staff budgeted for this project to start. ARPA money may allow this project to happen this fiscal year. The line is important for future water capacity for the City. Improvements need to be made to the Water Treatment Plant to fully capitalize on the water capacity for the citizens.
  - ★ **TMDL Plan** | The State of Oregon deemed the City a Designated Management Agency (DMA) which requires an official plan to be submitted to the State for review and approval. Council has continually been warned about the financial impacts of this unfunded mandate. Now the full power of the State can be levied against cities on compliance issues. Major fines have been assessed in communities across the United States.
  - ★ **Recreation Center & Pavilion** | The City was working on the renovation of the Rec Center and the citing of a new pavilion at Pioneer Park prior to the Pandemic. Council needs to consider next steps for the project as many players have changed and the dynamics of community need has also been impacted.
- 

### February 2022 Update

- ★ **Downtown Sanitary Sewer & Waterline (DTSS)** | The City successfully completed this contract. Pacific Excavation, Eugene, Oregon, did a fantastic job completing this work. The City would also like to thank the downtown business owners who were very cooperative during the pre-construction and construction phases.
- ★ **GR 12 Water Line** | The City has asked the Dyer Partnership to move forward with design for this important project. Future utility capacity issues hinge on the completion of this project.
- ★ **TMDL Plan** | The City will be working with engineering to complete new requirements imposed by the State of Oregon since naming the City a Designated Management Agency (DMA). The City is still unclear as to all the requirements and implications of those requirements.

## 6. Organizational Development.

- *Focus on Council Leadership Development & Training.*
- *Continue Positive and Effective Working Relationship between Council and Staff.*
- *Emphasis on Volunteer Training and Meeting Logistics & Procedures for All Boards & Committees.*

**Plan:** Council recognizes the need for additional training & development. Council will continue to improve in two ways, 1) collectively through regular group discussions and evaluations, and 2) executing their individual roles as community leaders. Council will look at new ways to work together to accomplish shared organizational goals and address community issues with Staff. Council will work to ensure that all Boards and Committees are properly trained, and procedures are periodically reviewed. Council will take a more proactive role with volunteer support. Council will continue to check in with Staff and stay abreast of community happenings.

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### September 2021 Update

- ★ **Council Training** | Council is actively working on leadership development and group dynamics issues. Council will continue to check in and monitor progress as the new group moves through meetings and community issues they are faced with in real-time.
  - ★ **Council-Staff** | The City has some work to do in this area. Working together has been the hallmark of the City's success. Council has done well with preparing for meetings and learning about the issues that are being discussed or what issues should be discussed by Council.
- 

### February 2022 Update

- ★ **Council Training** | Council continues to take steps toward improving groups dynamics, but have been met with many internal conflicts. This year has been very difficult for Council due to several contentious meetings dealing with the pandemic, a recall effort, and a member taking issue with certain Council decisions. Hopefully, the continuing contentious behavior will subside or stop completely so the group can accomplish their goals without causing undue problems for Staff and the City.
- ★ **Council-Staff** | The City has taken a major step backwards in this area. Mayor Ware and Council President Dave Hansen have recently made efforts to improve Council leadership. Councilor Gerber resigned over the summer and the City saw Councilor Chambers rejoin the group.

#### 7. Advocacy Plan.

- *Develop a Standing Committee to develop an advocacy strategy, to write policy statements and stay abreast of legislative developments at the State & Federal level.*
- *Focus on Home Rule, the League of Oregon Cities, the Cascade West Council of Governments, and other regional efforts to strengthen the City's policy positions.*

**Plan:** Council recognizes the need for advocacy and would like to engage during the current legislative session while exploring other ways to engage both regionally and locally. Actively working on protection of Home Rule, recreational immunity, keeping and supporting tort limits and monitoring other impositions by the State government into local affairs. Council may develop a local advocacy plan that would include, 1) specific legislative items being considered by the State of Oregon, 2) prepare policy statements on those items, and 3) form letter writing efforts to improve municipal authority as allowed by the Oregon Constitution.

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### September 2021 Update

- ★ **Advocacy** | Council has not officially started this piece.
- 

### February 2022 Update

- ★ **Advocacy** | Council moved forward with an effort to help the City's local pharmacy. Councilor Humphreys and Councilor Chambers visited with pharmacy owner Joe Ervin to learn about the impacts of the corporate activities tax (CAT) that has caused many rural pharmacies to close. Bi-Mart also shuttered their pharmacy due to the negative impacts of this new State tax policy.





Councilor Hansen and Councilor Craven visited with Linn County District Attorney Doug Marteeny to discuss State policies that are negatively impacts public safety. The City will continue to work with the Sheriff's Office to advocate on issues that keep citizens safe.

Council also took steps in an effort to protect Staff from illegal mandates and unwarranted harassment.



## 2021-2022 Council Values

### Council Vision Statement

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

### A Vision for Brownsville

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

### Tag line

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

### ***Who we are?***

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

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

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

### ***What do we want for Brownsville?***

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



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

### **Organizational Development**

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

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

#### **THE PROCESS OF PROGRESS**

1. Recognize & Identify
2. Accept & Agree



# 2021-2022 Council Values

- 3. Strategize & Develop Action Steps
- 4. Implement & Execute
- 5. Review Outcomes

## LEXIPOL’S 10 FAMILIES OF RISK MODEL

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

### *How are expectations set in City Government?*

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





**RESOLUTION NO. 2022.14**

**A RESOLUTION ADOPTING A 5% RATE INCREASE FOR FISCAL YEAR '22-'23 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE II. WATER REGULATIONS (ORDINANCE NO. 534); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.**

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

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

WATER SERVICE CONNECTION FEE

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

Water Service Connection Fee \$ 1,200.00

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

MONTHLY SERVICE CHARGE

In-City

<b>Base Rate</b>	<b>0 - 300 c.f.</b>	<b>\$ 29.17</b>
Additional From	301 - 600 c.f.	\$ 1.89 per hundred c.f.
	601 - 1000 c.f.	\$ 2.10 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.16 per hundred c.f.
	1501+ c.f.	\$ 2.35 per hundred c.f.

Out-of-City

<b>Base Rate</b>	<b>0 - 300 c.f.</b>	<b>\$ 43.75</b>
Additional From	301 - 600 c.f.	\$ 2.45 per hundred c.f.
	601 - 1000 c.f.	\$ 2.74 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.99 per hundred c.f.
	1501+ c.f.	\$ 3.08 per hundred c.f.

**Water Capital Improvement Fee \$2.50**

METER TEST FEE

Flow test deposit\* \$ 40.50

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



**RESOLUTION NO. 2022.14**

TURN-OFF FEE

Customer Requested Turn-off	\$ 15.00
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ACCOUNT DEPOSIT

New Accounts	\$ 100.00
--------------	-----------

RESTORATION CHARGE

City Initiated Turn-off	\$ 15.00
-------------------------	----------

DELINQUENT ACCOUNTS

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

RETURNED CHECK CHARGE

Each Check Returned by Bank	\$ 45.00
-----------------------------	----------

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

This Resolution shall become effective July 1<sup>st</sup>, 2022 upon being passed and approved by the City Council.

***Passed and approved by the City Council this 28<sup>th</sup> day of June, 2022.***

***Approved:***

***Attest:***

\_\_\_\_\_  
Mayor Don Ware

\_\_\_\_\_  
City Administrator S. Scott McDowell



**RESOLUTION NO. 2022.14**

**A RESOLUTION ADOPTING A 7% RATE INCREASE FOR FISCAL YEAR '22-'23 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE II. WATER REGULATIONS (ORDINANCE NO. 534); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.**

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

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Water Service Connection Fee \$ 1,200.00

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

MONTHLY SERVICE CHARGE

In-City

<b>Base Rate</b>	<b>0 - 300 c.f.</b>	<b>\$ 29.72</b>
Additional From	301 - 600 c.f.	\$ 1.93 per hundred c.f.
	601 - 1000 c.f.	\$ 2.14 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.20 per hundred c.f.
	1501+ c.f.	\$ 2.40 per hundred c.f.

Out-of-City

<b>Base Rate</b>	<b>0 - 300 c.f.</b>	<b>\$ 44.59</b>
Additional From	301 - 600 c.f.	\$ 2.49 per hundred c.f.
	601 - 1000 c.f.	\$ 2.79 per hundred c.f.
	1001 - 1500 c.f.	\$ 3.05 per hundred c.f.
	1501+ c.f.	\$ 3.14 per hundred c.f.

**Water Capital Improvement Fee \$2.50**

METER TEST FEE

Flow test deposit\* \$ 40.50

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



**RESOLUTION NO. 2022.14**

TURN-OFF FEE

Customer Requested Turn-off	\$ 15.00
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ACCOUNT DEPOSIT

New Accounts	\$ 100.00
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RESTORATION CHARGE

City Initiated Turn-off	\$ 15.00
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DELINQUENT ACCOUNTS

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

RETURNED CHECK CHARGE

Each Check Returned by Bank	\$ 45.00
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**BE IT FURTHER RESOLVED**, that all prior Resolutions setting rates and fees authorized by Ordinance No. 534 and the Brownsville Municipal Code, Chapter 13.05, Article II. **Water Regulations** are hereby repealed.

This Resolution shall become effective July 1<sup>st</sup>, 2022 upon being passed and approved by the City Council.

***Passed and approved by the City Council this 28<sup>th</sup> day of June, 2022.***

***Approved:***

***Attest:***

\_\_\_\_\_  
Mayor Don Ware

\_\_\_\_\_  
City Administrator S. Scott McDowell





**RESOLUTION NO. 2022.15**

**A RESOLUTION ADOPTING A 5% RATE INCREASE FOR FISCAL YEAR ‘22-’23 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE I. SEWER REGULATIONS (ORDINANCE NO. 489); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.**

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

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

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

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

**SEWER SERVICE CHARGES**

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

The monthly rates shall be as follows:

**In-City Sewer Charges:**

Average Usage =	0 - 300 c.f.	\$ 39.77
	400 - 500 c.f.	\$ 46.78
	600 - 800 c.f.	\$ 50.54
	900 + c.f.	\$ 55.82

Sewer Only \$ 50.54

**Out-of-City Sewer Charges** \$ 60.40



**RESOLUTION NO. 2022.15**

Sewer Debt Service (*Monthly Flat Rate Charge*)

\$ 15.00

APPLICATION, PERMIT & INSPECTION

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

Sewer Service Connection Fee \$ 100.00

RETURNED CHECK CHARGE

Each Check Returned by Bank \$ 45.00

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

This Resolution shall become effective July 1<sup>st</sup>, 2022.

***Passed and approved by the City Council on this 28<sup>th</sup> of June, 2022.***

***Approved:***

\_\_\_\_\_  
Mayor Don Ware

***Attest:***

\_\_\_\_\_  
City Administrator S. Scott McDowell



**RESOLUTION NO. 2022.15**

**A RESOLUTION ADOPTING A 7% RATE INCREASE FOR FISCAL YEAR ‘22-’23 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE I. SEWER REGULATIONS (ORDINANCE NO. 489); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.**

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

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

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

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

**SEWER SERVICE CHARGES**

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

The monthly rates shall be as follows:

**In-City Sewer Charges:**

Average Usage =	0 - 300 c.f.	\$ 40.53
	400 - 500 c.f.	\$ 47.67
	600 - 800 c.f.	\$ 51.50
	900 + c.f.	\$ 56.88

Sewer Only \$ 51.50

**Out-of-City Sewer Charges** \$ 61.55



**RESOLUTION NO. 2022.15**

Sewer Debt Service (*Monthly Flat Rate Charge*) \$ 15.00

APPLICATION, PERMIT & INSPECTION

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

Sewer Service Connection Fee	\$ 100.00
------------------------------	-----------

RETURNED CHECK CHARGE

Each Check Returned by Bank	\$ 45.00
-----------------------------	----------

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

This Resolution shall become effective July 1<sup>st</sup>, 2022.

***Passed and approved by the City Council on this 28<sup>th</sup> of June, 2022.***

***Approved:***

\_\_\_\_\_  
Mayor Don Ware

***Attest:***

\_\_\_\_\_  
City Administrator S. Scott McDowell



**RESOLUTION NO. 2022.16**

**RESOLUTION ADOPTING A BUDGET**

**BE IT RESOLVED** that the Council for the City of Brownsville hereby adopts the budget for Fiscal Year 2022-2023 in the sum of \$8,644,883, including transfers totaling \$201,800, now on file at City Hall.

**RESOLUTION MAKING APPROPRIATIONS**

**BE IT RESOLVED** that the amounts for the fiscal year beginning July 1<sup>st</sup>, 2022 and for the purposes shown below are hereby appropriated:

**GENERAL FUND**

Administration	\$	392,915
Parks & Cemetery	\$	1,756,940
Community Room	\$	0
Library	\$	238,805
Law	\$	286,850
Operations	\$	546,050
Transfers (Out)	\$	0
Unappropriated	\$	<u>619,496</u>
<b>Fund Total</b>	\$	<b>3,841,056</b>
<b>Appropriated Total</b>	\$	<b>3,221,560</b>

**BUILDINGS & EQUIPMENT**

Capital Outlay	\$	150,000
Transfer (Out)	\$	0
Unappropriated	\$	<u>72,300</u>
<b>Fund Total</b>	\$	<b>222,300</b>
<b>Appropriated Total</b>	\$	<b>150,000</b>

**WATER SYSTEM RESERVE**

Capital Outlay	\$	125,000
Unappropriated	\$	<u>25,760</u>
<b>Fund Total</b>	\$	<b>150,760</b>
<b>Appropriated Total</b>	\$	<b>125,000</b>

**WATER FUND**

Administration	\$	424,450
Operations	\$	458,150
Transfer (Out)	\$	0
Unappropriated	\$	<u>102,135</u>
<b>Fund Total</b>	\$	<b>1,184,735</b>
<b>Appropriated Total</b>	\$	<b>1,082,600</b>

**WATER SDC**

Capital Outlay	\$	150,000
Unappropriated	\$	<u>18,150</u>
<b>Fund Total</b>	\$	<b>168,150</b>
<b>Appropriated Total</b>	\$	<b>150,000</b>

**SEWER FUND**

Administration	\$	328,350
Operations	\$	377,450
Transfers (Out)	\$	200,000
Unappropriated	\$	<u>118,331</u>
<b>Fund Total</b>	\$	<b>1,024,131</b>
<b>Appropriated Total</b>	\$	<b>905,800</b>

**SEWER SDC**

Capital Outlay	\$	350,000
Unappropriated	\$	<u>256,400</u>
<b>Fund Total</b>	\$	<b>606,400</b>
<b>Appropriated Total</b>	\$	<b>350,000</b>

**STREET FUND**

Personal Services	\$	164,000
Materials & Services	\$	100,300
Capital Outlay	\$	88,000
Transfers (Out)	\$	1,800
Unappropriated	\$	<u>15,950</u>
<b>Fund Total</b>	\$	<b>370,050</b>
<b>Appropriated Total</b>	\$	<b>354,100</b>

**STORMWATER SDC**

Capital Outlay	\$	100,000
Unappropriated	\$	<u>111,400</u>
<b>Fund Total</b>	\$	<b>211,400</b>
<b>Appropriated Total</b>	\$	<b>100,000</b>

**TRANSIENT ROOM TAX**

Transient Room	\$	<u>2,110</u>
<b>Fund Total</b>	\$	<b>2,110</b>
<b>Appropriated Total</b>	\$	<b>2,110</b>



**RESOLUTION NO. 2022.16**

**LAND ACQUISITION**

Capital Outlay	\$ 9,985
<b>Fund Total</b>	\$ 9,985
<b>Appropriated Total</b>	\$ 9,985

**COMMUNITY PROJECTS**

Materials & Services	\$ 20,000
Capital Outlay	\$ 55,000
Unappropriated	\$ 26,550
<b>Fund Total</b>	\$ 101,550
<b>Appropriated Total</b>	\$ 75,000

**SEWER BOND**

Bond Payments	\$ 300,570
Unappropriated	\$ 46,430
<b>Fund Total</b>	\$ 347,000
<b>Appropriated Total</b>	\$ 300,570

**WATER BOND**

Bond Payments	\$ 46,394
Unappropriated	\$ 61,506
<b>Fund Total</b>	\$ 107,900
<b>Appropriated Total</b>	\$ 46,394

<b>Appropriated Total</b>	<b>\$6,873,119</b>
<b>Unappropriated Total</b>	<b>\$ 1,771,764*</b>
<b>Total Budget</b>	<b>\$8,644,883</b>

\* **Note:** Unappropriated balances are from all accounts including General, Water, Sewer Street, Water SDC, Buildings & Equipment, Transient Room Tax, Community Projects, Water System Reserve, Land Acquisition, Water Bond, Sewer Bond, Stormwater SDC, Sewer SDC equals an unappropriated total of \$1,474,408. Certain unappropriated amounts were not included above because those funds had no appropriation amounts. Those four funds include Housing Rehabilitation, Cemetery Trust, Library Trust & Bikeway/Footpath and the subtotal unappropriated is \$297,356. So, total unappropriated equals \$1,771,764 which is shown above.

**RESOLUTION IMPOSING AND CATEGORIZING TAXES**

**BE IT RESOLVED** that the Council for the City of Brownsville hereby imposes the taxes as provided in the adopted budget at the rate of \$6.9597 per \$1,000 of assessed value for operations; and in the amount of \$ 0 for Water Bond Debt Service; and in the amount of \$217,984 for Sewer Bond Debt Service; and that these taxes are hereby imposed and categorized for tax year 2022-2023 upon the assessed value of all taxable property within the district.

	<b>Subject to the General Government Limitation</b>	<b>Excluded from the Limitation</b>
GENERAL FUND	\$6.9597/\$1,000	0
WATER BOND DEBT SERVICE FUND	0	\$ 0
SEWER BOND DEBT SERVICE FUND	0	\$ 217,984
DELINQUENT SEWER ASSESSMENT	0	\$ 543.98

**Passed and adopted** by the Council of the City of Brownsville this 28<sup>th</sup> day of June, 2022.



**RESOLUTION NO. 2022.16**

***Approved:***

***Attest:***

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S. Scott McDowell  
Budget Officer/City Administrator

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Don Ware  
Mayor



**RESOLUTION NO. 2022.17**

**A RESOLUTION AUTHORIZING TRANSFERS WITHIN CERTAIN FUNDS FOR THE FISCAL YEAR 2021-2022 BUDGET**

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

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

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

**WHEREAS**, funds were moved in accordance with Oregon Local Budget Law; and

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

<u>Transfer From:</u>	<u>Transfer To:</u>	
<b>General Fund – Operations</b>		
100.060.950.000.00.00 Contingency	100.060.661.000.00.00 Petroleum Products	\$1,000
	100.060.730.000.00.00 Equipment & Clothing	\$2,000
	<b>Total</b>	<b>\$3,000</b>
<b>Water – Administration</b>		
200.010.950.000.00.00 Contingency	200.010.6650.000.00.00 Office Supplies	\$1,000
	<b>Total</b>	<b>\$1,000</b>
<b>Water – Operations</b>		
200.010.950.000.00.00 Contingency	200.060.658.000.00.00 System Repairs	\$30,000
	200.060.730.000.00.00 Equipment & Clothing	\$2,000
	<b>Total</b>	<b>\$32,000</b>
<b>Sewer – Administration</b>		
210.060.950.000.00.00 Contingency	210.010.615.000.00.00 Permits & Annual Fees	\$1,000
	210.010.665.000.00.00 Office Supplies	\$500
	<b>Total</b>	<b>\$1,500</b>
<b>Sewer – Operations</b>		
210.060.950.000.00.00 Contingency	210.010.656.000.00.00 Chlorine	\$1,500
	<b>Total</b>	<b>\$1,500</b>
<b>Streets</b>		
100.010.950.000.00.00	300.000.658.000.00.00 Striping & Painting	\$10,000
	<b>Total</b>	<b>\$10,000</b>

**Total Amount of Transfers \$49,000**

**BE IT AFFIRMED**, the disposition of the following monies:

<b>NOTES:</b>	100.020.600.000.00.00	Park Deposit Refunds	\$ 1,000
	100.050.683.000.00.00	State UAS	\$ 2,000
	100.050.685.000.00.00	County Admin Services	\$ 3,500
	100.060.646.000.00.00	Building Department Contract	\$ 125,000



All are pass-through amounts due to Council policies, County policies or agreements.

**PASSED AND ADOPTED** by the City Council of the City of Brownsville this 28<sup>th</sup> day of June 2022.

**APPROVED:**

\_\_\_\_\_  
Don Ware, Mayor

**ATTEST:**

\_\_\_\_\_  
S. Scott McDowell, City Administrator

**ORDINANCE NO. 789**

**AN ORDINANCE REPEALING CHAPTER 3.25 OF THE BROWNSVILLE MUNICIPAL CODE RELATED TO THE CITY OF BROWNSVILLE'S LOCAL TRANSIENT ROOM TAX**

**WHEREAS**, the City adopted a local transient room tax in 2005 at the rate of 6%; and

**WHEREAS**, since passage of the tax, administration of the tax has proven to be a burden on the City in comparison to the revenue generated by the tax; and

**WHEREAS**, Linn County in 2018 adopted its own transient room tax at the of 3% which applies county-wide, including within the City of Brownsville, and as a result, transient rentals within the City are subject to room taxes adopted by the City, County, and State; and

**WHEREAS**, the Council determines that the benefits of the local transient tax are outweighed by the administrative costs and it is best for the City to repeal its local transient tax thereby limiting the tax burden on transient rentals to only the County and State taxes,

**Now therefore, the City of Brownsville ordains as follows:**

**Section 1.** Brownsville Municipal Code Chapter 3.25 is hereby repealed in its entirety. Repeal shall not waive or eliminate any tax obligation that arose prior to the effective date of this ordinance and shall not waive City's rights to enforce such obligations.

**Section 2.** As provided in the Brownsville Charter, this ordinance shall take effect on the thirtieth day after its adoption.

First reading by the Council on \_\_\_\_\_, 2022.

Passed and adopted by the City Council on this \_\_\_ day of \_\_\_\_, 2022.

***Approved:***

***Attest:***

\_\_\_\_\_  
Don Ware, Mayor

\_\_\_\_\_  
S. Scott McDowell, City Administrator

**City of Brownsville**  
**2022 Sewer Delinquent Accounts**

<b><u>Tax Account #</u></b>	<b><u>Name &amp; Address</u></b>	<b><u>Amount</u></b>
283503	Glenn Michalski 344 Kirk Ave. Brownsville, OR 97327	543.98
	<b>TOTAL</b>	<b>\$543.98</b>

*Updated: May 10, 2022*



## **City of Brownsville Mayor & Councilor Positions**

NOTICE IS HEREBY given, that four (4) positions will be up for election. The position of Mayor and three (3) Councilor positions on the Brownsville Council will be elected at the November 1<sup>st</sup>, 2022 General Election.

***Available Positions:*** One (1) Mayor, and three (3) Council Seats. All positions serve four-year terms beginning January 1<sup>st</sup>, 2023 and expiring December 31<sup>st</sup>, 2026.

Candidates must be an elector and must have resided within the City of Brownsville during twelve (12) months prior to being elected. Election paperwork and information for those interested in running for office may be obtained during regular business hours at City Hall, 255 N, Main Street, Brownsville, OR. Petitions must be filed with the City on or before 4:30 p.m. PST, Monday, August 29<sup>th</sup>, 2022.

S. Scott McDowell, Administrator

***Please publish July 27<sup>th</sup>, August 3<sup>rd</sup>, & August 10<sup>th</sup>, 2022.***



June 28<sup>th</sup>, 2022

## **Central Linn Recreation Center Renovation** *Analysis & Recommendations*

**Overview** | Council created the Facilities Review Committee (FRC) in 2018 to begin looking at the possibility of renovating the Rec Center and the Pavilion in Pioneer Park. After the FRC made their recommendations, I formed an Ad Hoc Committee to formulate ideas and plans moving forward. Prior to the Pandemic, the group was about to move forward with design ideas. Recently, Council hired Woodblock Architecture to do a renovation scope with the purpose of developing actual construction costs associated with the proposed renovations at the Central Linn Rec Center.

**Timeline** | Key events listed below:

<i>October 2016</i>	Public Works Superintendent Karl Frink & City Administrator Scott McDowell present Rec Center and Pavilion facility concerns with Council.
<i>May 2017</i>	Budget Committee includes funds to perform Rec Center & Pavilion Study.
<i>January 2018</i>	Council approves contract with Inspections Unlimited (Salem, OR).
<i>August 2018</i>	Council hosts Town Hall to review findings and form the FRC.
<i>September 2018</i>	Facilities Review Committee makes recommendation to hire a structural engineering review of the Rec Center.
<i>August 2019</i>	Structural engineering firm, VLMK, is hired to perform recommended review.
<i>November 2019</i>	VLMK final report. The Rec Center is fully capable of withstanding a renovation.
<i>December 2019</i>	Ad Hoc Committee discusses the renovation news, considers funding options and starts talking about renovation scope and details.
<i>March 2020</i>	Pandemic delays the project.
<i>October 2021</i>	McDowell recommends the hiring of an architect to scope the Rec Center renovations project.
<i>January 2022</i>	Council approves an agreement with Woodblock Architects.
<i>February 2022</i>	Udell Engineering is hired to perform a site survey. Public Works Superintendent hires for sanitary sewer inspection for the Rec Center.
<i>March 2022</i>	KCL Engineering is hired to perform a complete review and evaluation of the mechanical, electrical and plumbing (MEP) systems.
<i>May 2022</i>	Ad Hoc Committee completes review of the renovation scope and purpose.



June 2022

Walen provides actual costs based on the scope of renovations.  
Woodblock & Associates organizes meeting and follow-up in preparations for Council meeting.

### **The Proposal | Walen Construction**

The following items correspond to the second page of the Walen Construction letter:

<b>Item #</b>	<b>Generally Includes</b>
10	Seventeen (17) Week Schedule, Mobilization & Site Preparations
20	Security, Fencing, Signage, locates etc.
30	Necessary equipment for completion of work
40	Final cleaning, presentation and punch list items
50	Materials needed to protect and preserve existing and new items
60	Installation Costs
70	Installation Costs
80	Installation Costs
90	Site demolition as needed
100	Foundation to Rafter Seismic and Structural elements
110	Downspouts and water conveyance
120	Door Schedule
130	Includes windows for the gymnasium
140	Drywall and needed elements
150	Omnicrot Sports Court   Spec Sheet provided
160	General Painting   Interior
170	Restroom appurtenances
180	Gym Equipment – Backboards & Padding
190	Bleachers and Kitchen
200	Fire Sprinkler System   Does not include any modifications needed for external line; not investigated
210	Partially includes a Commercial Kitchen   Could be around \$110,000 if a catering kitchen is installed
220	HVAC   adds AC to the entire space; includes exhaust fans for Commercial Kitch option
230	Could be less depending on Commercial Kitchen option
240	Fire Alarms
250	General work as needed
260	Concrete work
270	Landscaping

### **Staff Recommendations | Walen Construction [First Page]**

#### *Add Alternates*

#2	New Windows throughout the entire building - \$38,195
#8, 9, & 10	Seismic Life Safety items - \$34,000
#12	Exterior Painting [Windows & Time] - \$46,000

#### *Notes*

- ▶ No commercial kitchen – adds over \$250,000 to the project.



- ▶ Composite flooring versus wooden flooring – nearly \$100,000 cheaper and the dead spots that currently exist will be eliminated with the new system.
- ▶ Recommendations scope would total at \$ **1,542,821**.

**Funding** | Community Outreach Options  
Loan Options  
Financing Options

**Scheduling** | Bid November 2022  
Begin Construction June 2023  
Finish Construction October 15, 2023

Sincerely,

A handwritten signature in blue ink, appearing to be "SM", representing Scott McDowell.

City Administrator Scott McDowell

A handwritten signature in blue ink, appearing to be "K Frink", representing Karl Frink.

Public Works Superintendent Karl Frink



June 22, 2022

Mr. Jonathan Dunn

Woodblock Architecture  
520 SW 6<sup>th</sup> Ave., Suite 500  
Portland, OR 97204

RE: Brownsville Recreation Center Remodel

Dear Mr. Dunn

Thank you for the opportunity to provide you with BUDGET pricing for the Brownsville Recreation Center Remodel Project. The price to complete the work is \$1,584,866.00.00 and is based on the attached general summary and clarifications dated 6.22.22.

Alternate #1 – Included in Base Bid

Alternate #2 – New Windows Through Out – Add - \$38,195.00

Alternate #3 – Remove & Replace Siding – Add - \$495,000.00

Alternate #4 – Upgrade Gym Lighting – Add - \$70,000.00

Alternate #5 – Included in Base Bid

Alternate #6 – Full Commercial Kitchen – Add - \$150,000.00

Alternate #6A – Change Kitchen Flooring to Epoxy – Add - \$16,500.00

Alternate #7 – New Wood Flooring in Gym in lieu of Sport Court – Add - \$95,000.00

Alternate #8 – Upgrade Beams to Wall (8) Locations – Add - \$9,500.00

Alternate #9 – Upgrade Rafter Connections (4) Locations – Add - \$12,250.00

Alternate #10 – Upgrade Rafter to Truss Locations – Add - \$12,250.00

Alternate #11 – Plywood Sheathing – See Alternate #3 Above

Alternate # 12 – Paint Exterior of the Building – Add - \$46,000.00

We look forward to working with you on this project, should you have any questions please give me a call.

Sincerely,

Jarrod Fogle

Senior Project Manager







DATE

## Brownsville Recreation Center Remodel GENERAL SUMMARY

ITEM #	DESCRIPTION	COST OF WORK
10	GENERAL CONDITIONS	\$ 134,512.00
20	SITE LAYOUT/SECURITY	\$ 7,540.00
30	HOISTING/LIGHTING	\$ 14,784.00
40	CONTINUOUS/FINAL CLEANING	\$ 11,119.00
50	TEMPORARY PROTECTION	\$ 7,110.00
60	MISC. INSTALL - DOORS/FRAMES/HARDWARE	\$ 5,869.00
70	MISC. INSTALL - TOILET ACCESSORIES	\$ 4,144.00
80	MISC. INSTALL - BUILDING EXTERIOR	\$ 4,500.00
90	SELECTIVE DEMOLITION	\$ 44,700.00
100	STRUCTURAL STEEL & WOOD FRAMING	\$ 105,540.00
110	SHEETMETAL	\$ 15,000.00
120	FURNISH DOORS, FRAMES & HARDWARE	\$ 16,598.00
130	GLASS & GLAZING	\$ 44,755.00
140	FRAMING, DRYWALL, INSUL., WALL PANELS & ACT	\$ 117,534.00
150	FLOORING	\$ 127,491.00
160	PAINTING	\$ 18,898.00
170	RESTROOM PARTITIONS & ACCESSORIES	\$ 13,987.00
180	GYM EQUIPMENT	\$ 17,500.00
190	CASEWORK - ALLOWANCE	\$ 17,000.00
200	FIRE SPRINKLER	\$ 169,320.00
210	PLUMBING	\$ 257,500.00
220	HVAC	\$ 111,866.00
230	ELECTRICAL	\$ 146,460.00
240	FIRE ALARM	\$ 15,100.00
250	SITE WORK	\$ 24,500.00
260	SITE CONCRETE	\$ 27,225.00
270	LANDSCAPING - ALLOWANCE	\$ 7,500.00

<b>SUBTOTAL</b>		\$	1,488,052.00
	<b>LIABILITY INSURANCE</b>	1.00%	\$ 14,881.00
	<b>FEE</b>	5.00%	\$ 75,147.00
	<b>STATE TAX</b>	0.43%	\$ 6,786.00
<b>PROJECT TOTAL</b>		\$	1,584,866.00



Play to win

# OMNISPORTS



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# OMNISPORTS

Everything we do, and the way we do it, is aimed to make the process easier for you. We focus on ensuring your experience is memorable and hassle free.

We understood long ago that a successful sports surface relies on a quality product installed by a quality team. We've built our Omnisports Series by combing the best systems with the best people and the best partners. You can trust the renowned quality of Omnisports and the reputed experience of our team.

**We're ready to partner on your next project.  
Lets get started!**

TARKETT SPORTS IS A WORLD LEADER IN ATHLETIC SURFACING, OFFERING A COMPREHENSIVE PORTFOLIO OF INDOOR AND OUTDOOR SPORTS SURFACES. OUR MISSION: TO OFFER SUSTAINABLE SPORTS SURFACES THAT MAKE THE DIFFERENCE FOR ATHLETES.



TARKETT SPORTS BRAND

Tarkett Sports is a world leader in athletic surfacing, offering a comprehensive portfolio of sports flooring solutions through its brands: FieldTurf, Beynon Sports, Renner Sports, EasyTurf, GrassMaster, PlayMaster and Tarkett Sports Indoor.



EXPERIENCE

With over 10,000 installations in North America in the last 10 years, Tarkett Sports Indoor has the knowledge and expertise to make your sports facility a success.



DESIGN & CONSTRUCTION EXPERTS

Tarkett Sports and our partners are some of the most experienced and knowledgeable teams in the industry. When it comes to the design and construction of your sports surface, we are the experts.



TRUSTED

For indoor facilities, Tarkett Sports Indoor offers the most trusted sports flooring for various style facilities in North America.



FINANCIALLY STABLE

The Tarkett Group is a worldwide leader of innovative flooring and sports surface solutions. Tarkett Sports Indoor is backed by unprecedented financial support and stability. You can rest easy.



ENDLESS PURSUIT OF INNOVATION

From the Dropzone rubber, PolyTurf Plus Pad & Pour system, Omnisports vinyl sports flooring, ClutchCourt wood, and LinoSport linoleum, our innovation and versatility extend beyond just sports. We're there to support your team.



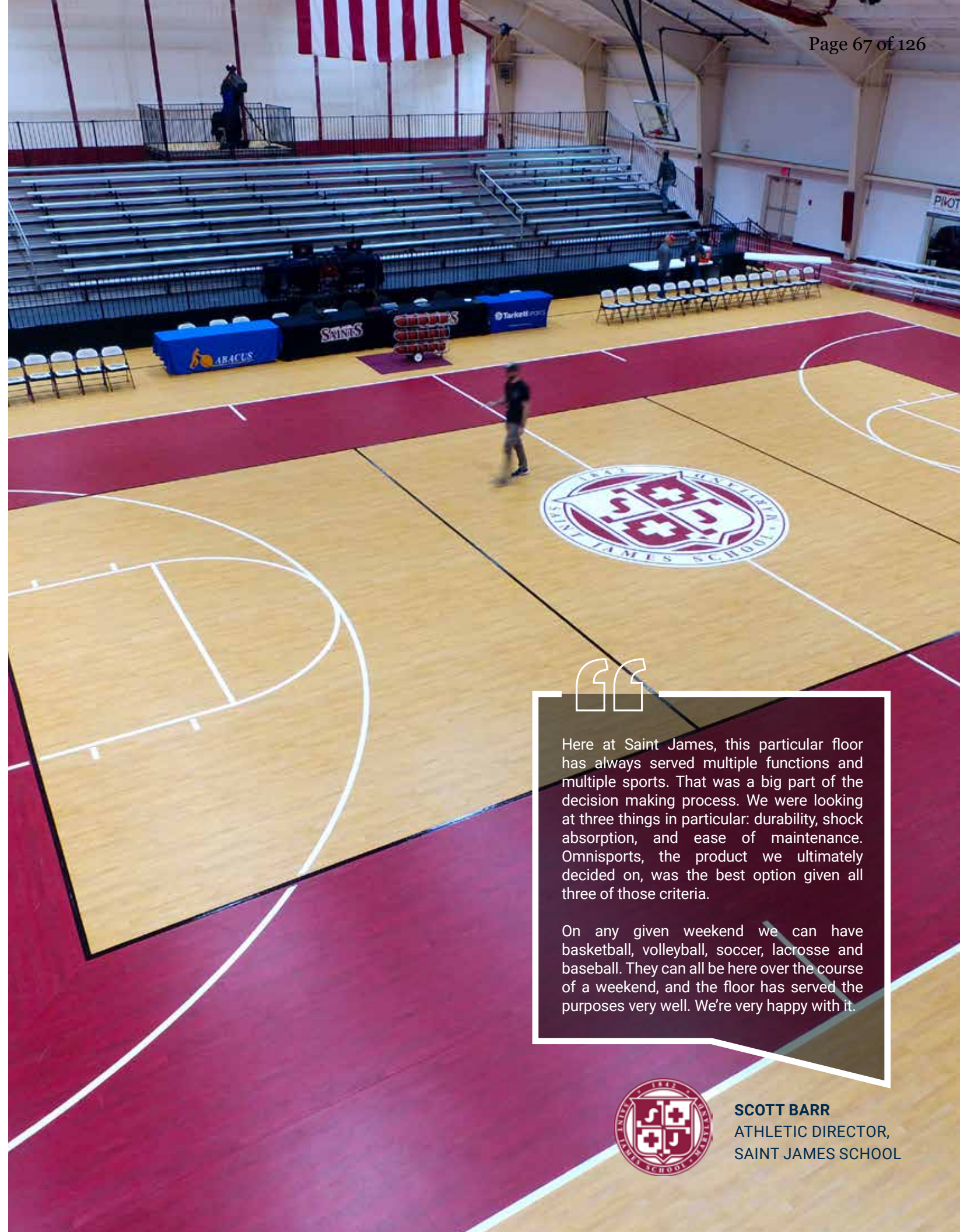
LEADING DURABILITY

Manufactured and installed with the highest attention to detail, Tarkett Sports Indoor's systems showcase proven durability.



SERVICE

We are as committed to your program as you are, and we're with you for the long term. When you buy from Tarkett Sports, you're buying from a company that knows how to take care of you.



Here at Saint James, this particular floor has always served multiple functions and multiple sports. That was a big part of the decision making process. We were looking at three things in particular: durability, shock absorption, and ease of maintenance. Omnisports, the product we ultimately decided on, was the best option given all three of those criteria. On any given weekend we can have basketball, volleyball, soccer, lacrosse and baseball. They can all be here over the course of a weekend, and the floor has served the purposes very well. We're very happy with it.



SCOTT BARR ATHLETIC DIRECTOR, SAINT JAMES SCHOOL

# ENGINEERED TO DOMINATE

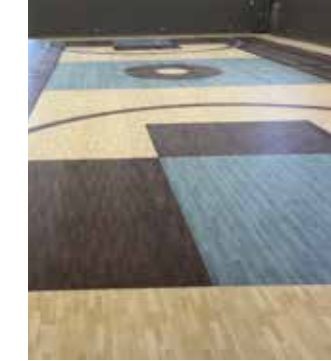
## DESIGNED TO IMPRESS



PROVEN HISTORY & REFERENCES



BUILT TO BE THE MUSCLE ON YOUR TEAM



MADE TO STAND OUT WITH A VARIETY OF DESIGN OPTIONS



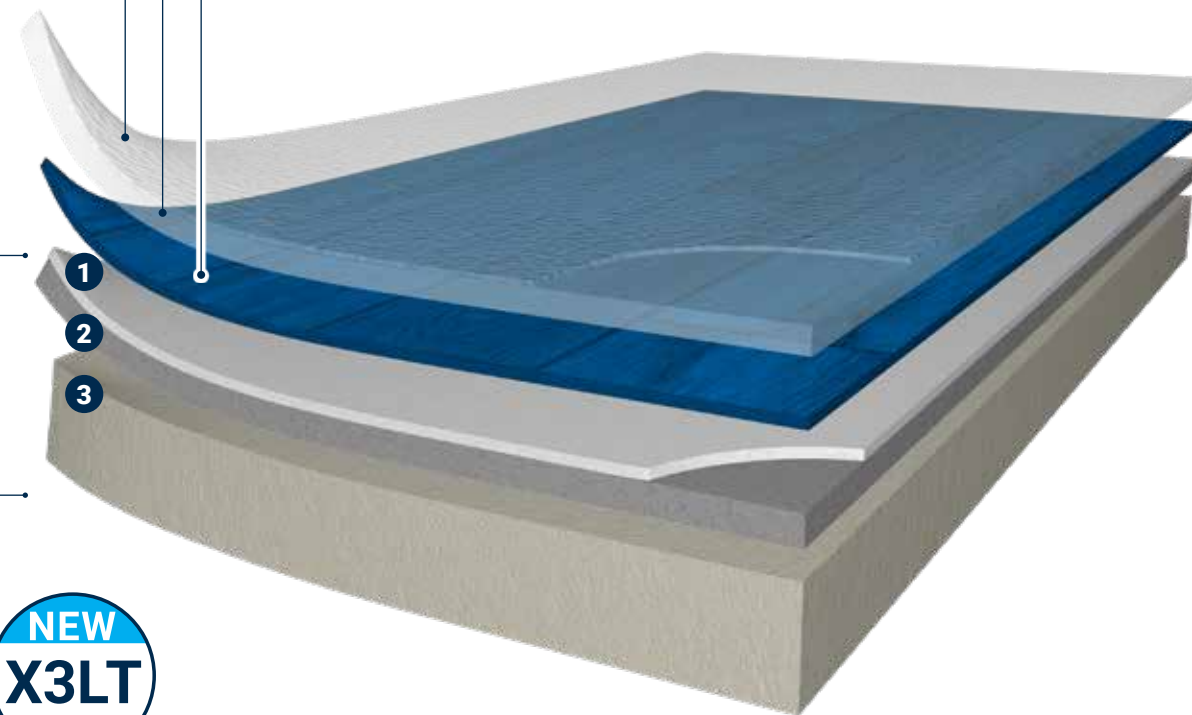
MULTIFUNCTIONAL SPORTS, RECREATION, ACTIVITIES & MORE

WHY OMNISPORTS

PROTECTION LAYER: Leading Surface Feel & Easy Maintenance

WEAR LAYER: Leading Durability & Protection

PRINTED LAYER: Dynamic Colors & Realistic Textures



PERFORMANCE LAYER: Leading Shock Absorption & Stability

# YOU CAN FEEL THE DIFFERENCE

### OMNISPORTS X3LT - XTREME 3-LAYER TECHNOLOGY

<p><b>1</b></p> <p><b>FIBERGLASS MESH</b> Less is more! Extremely tough single fiberglass mesh reinforcement</p> <p><b>2X</b></p> <p><b>BETTER INDENTATION RECOVERY THAN SIMILAR PRODUCTS</b></p>	+	<p><b>2</b></p> <p><b>CALENDARED SHEET</b> High performance &amp; durability, made from recycled material</p> <p>Up to</p> <p><b>60%</b></p> <p><b>RECYCLED CONTENT</b></p>	+	<p><b>3</b></p> <p><b>XCS CUSHION</b> High expansion rate and recovery, less fillers for maximized performances</p> <p><b>+12%</b></p> <p><b>IMPROVED SHOCK ABSORPTION</b></p>
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#### UNRIVALED SPORTS EXPERIENCE

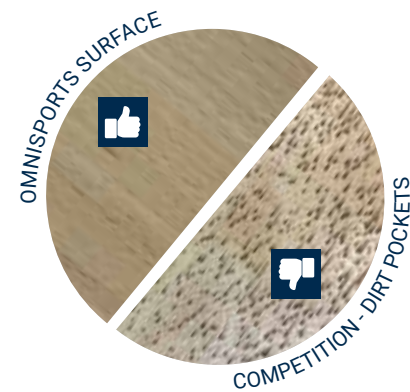
Our XCS aerated, high cell density cushion, offers improved comfort while providing leading indentation recovery. Delivering excellent fatigue reduction, the Performance Layer allows athletes to play longer and recover faster.

#### A WINNING COMBINATION

The magic happens by combining our best features. Together, the XCS high-quality expanded cellular cushion, combined with our durable resilient calendared layer and extremely tough fiberglass mesh, provides improved sports performance and a higher resistance to rolling and static loads than competitor systems.

# WASH, RINSE & PLAY

Maintenance is that easy with Omnisports. Our systems are finished with our factory-applied polyurethane surface treatment, TopClean XP. The application delivers leading resistance to scratches, scuffs, stains and abrasion. As the TopClean XP surface treatment does not promote organism microbial growth, the system reduces the possibility of bacteria and micro-organisms build up on the surface.



### FREE OF DIRT POCKETS

The Tarkett Difference – Omnisports’ unique single-surface embossing repels dirt, unlike some systems that trap dirt in surface pockets.



### TABLES & CHAIRS, BRING IT ON

Omnisports systems offer exceptional resistance to indentation marks and rolling loads. The surface can safely be used for events and recreational activities that require temporary equipment and furniture to be placed on the surface.



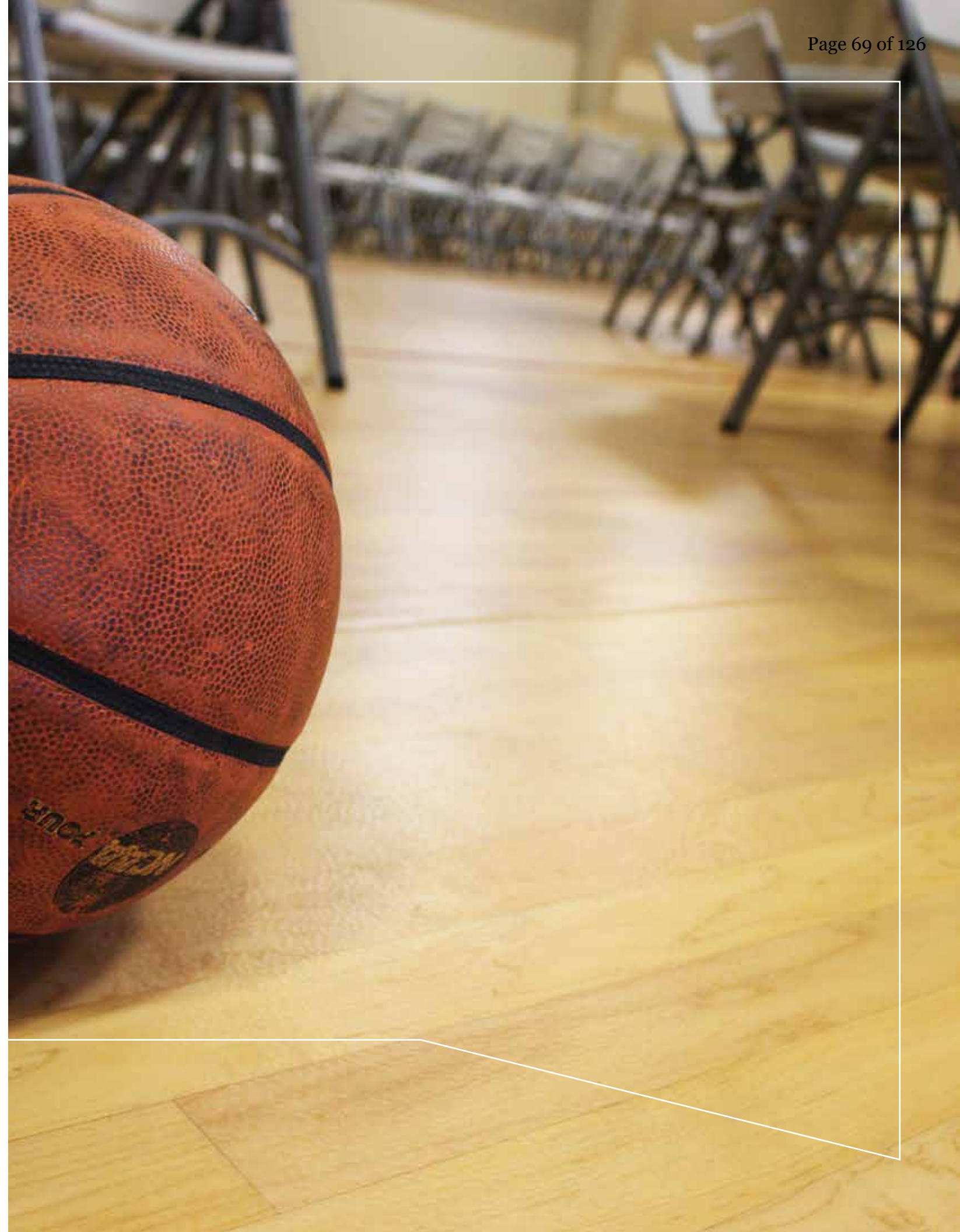
### HIGHLY RESISTANT TO STAINS

Omnisports systems are engineered to deliver leading resistance to staining and footwear marks. Spills are easily cleaned and the surface requires less maintenance.



### LESS TIME CLEANING

Omnisports systems are easy to maintain as they require mechanical cleaning no more than once a week. You could save up to 25% on your maintenance budget.

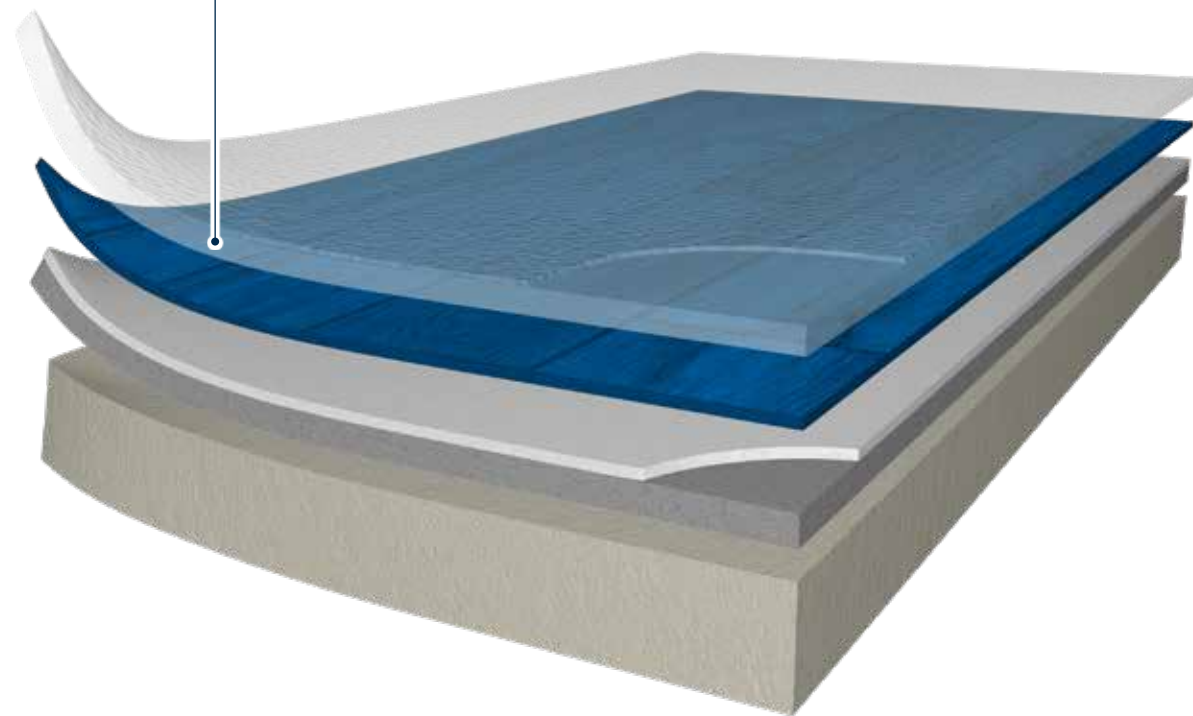


OVER  
**30%\***  
 THICKER  
 WEAR  
 LAYER  
 VS LEADING  
 COMPETITOR  
 SYSTEMS

\*Based on ASTM F1303 standard

Our Omnisports vinyl wear layer delivers long lasting protection for unmatched value.

30% thicker than the leading competitor systems and made of pure polyvinyl chloride (PVC), Omnisports' wear layer provides excellent floor protection and is backed by a leading 25-year warranty.



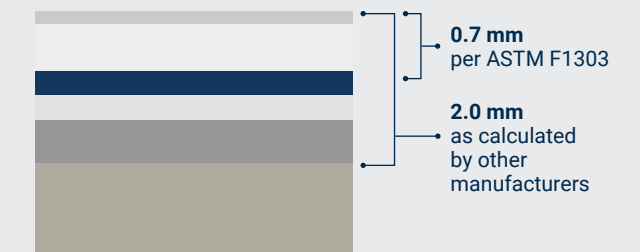
# MEASURE YOUR WEAR LAYER CORRECTLY

The wear layer is the portion of a resilient floor covering that contains or protects the pattern effect. With a thin wear layer, your surface could quickly show signs of wear and damage. Tarkett Sports relies on ASTM F1303, a leading industry standard, to define its wear layer thickness. Some manufacturers include additional layers as a part of their wear layer calculation. When comparing systems, be sure to compare using identical methods.

## HOW TO MEASURE WEAR LAYER THICKNESS AND WHAT DEPTH IS ENOUGH?

- Rely on independent testing standards – We recommend ASTM F1303 testing
- Select the proper type and grade for your facility
- Be cautious of manufacturers advertising thicknesses based on “internal” testing
- Ask for and read the full details of the warranty of your wear layer
- An inadequate wear layer could lead to premature damage to your surface

## WEAR LAYER DEFINITION ASTM F1303 VS OTHER METHODS



## MAKE SURE YOU'RE COMPARING THE IDENTICAL METHODS

	OMNISPORTS ACTIVE+	COMPETITOR SYSTEM	DIFFERENCE
Wear layer per ASTM F1303	0.7 mm	0.5 mm	+40%
Wear layer as calculated by other manufacturers	2.0 mm	2.1 mm	-5%

## ASK IF YOUR SYSTEM IS DESIGNED FOR COMMERCIAL USE Rely on the Standard for Sheet Vinyl Flooring - ASTM F1303 testing

TYPE	GRADE	WEAR LAYER THICKNESS (MM)	INTENDED USE	RECOMMENDED FOR SPORT APPLICATIONS
Type 1 (Min. 90% PVC binder content)	Grade 1: >0.51mm	0.51	Residential / <b>Commercial</b> / Light Commercial	✓
Type 1 (Min. 90% PVC binder content)	Grade 2: 0.51mm><0.36mm	0.36	Residential / Light Commercial	✗
Type 1 (Min. 90% PVC binder content)	Grade 3 0.36mm><0.25mm	0.25	Residential	✗

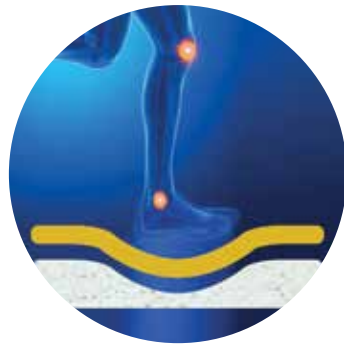
# COMFORT & PERFORMANCE



### WORLD-CLASS FEELING UNDERFOOT

#### Leading Shock Absorption

Our XCS aerated, high cell density cushion, delivers leading shock absorption, comfort and indentation recovery. The engineered cushioning technology also assists with excellent fatigue reduction allowing for longer and safer play at both recreational and competitive levels.



### LESS IMPACT ON THE BODY

#### Leading Energy Return

XCS high-quality expanded cellular cushion, combined with our durable resilient calendared layer and extremely tough reinforcing fiberglass mesh, provides superior fatigue reduction, better sports performance, and higher resistance to rolling and static loads compared to competitor systems.



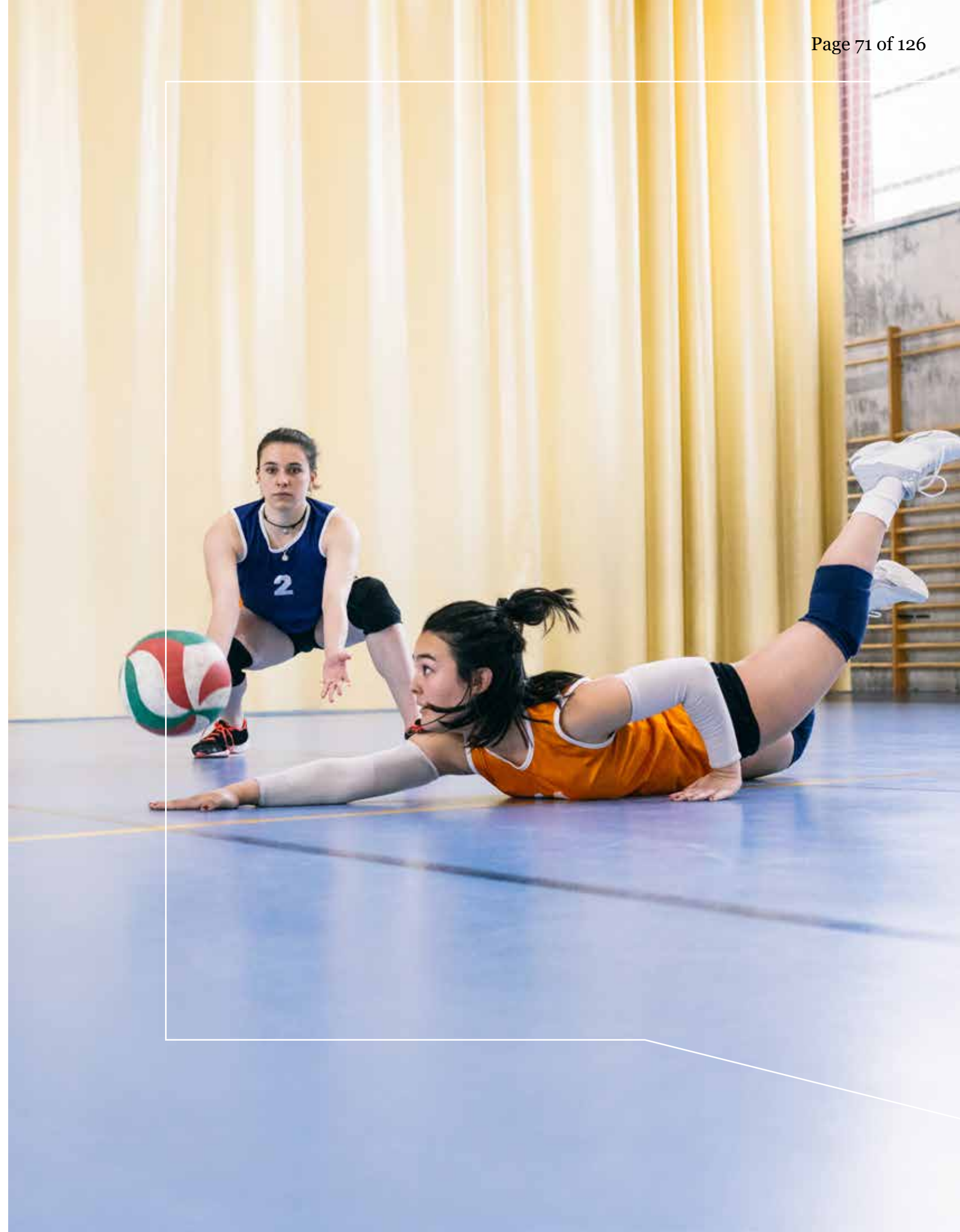
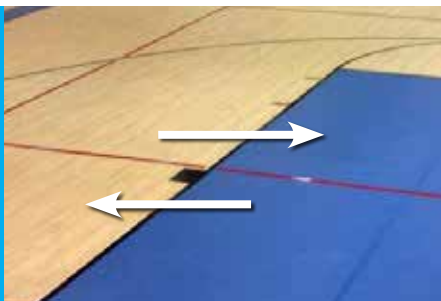
### BETTER GRIP CONTROL

#### Consistent surface friction

Omnisports' homogeneous top embossing and surface treatment provide the proper balance of friction and grip control. It reduces friction burn risks and provides safer protection with anti-slip grip on all patterns and colors.

### TARKETT SPORTS DIFFERENCE

No change in grip and feeling underfoot when moving from solid color to pattern






# FOR THE ATHLETE & FOR THE PLANET

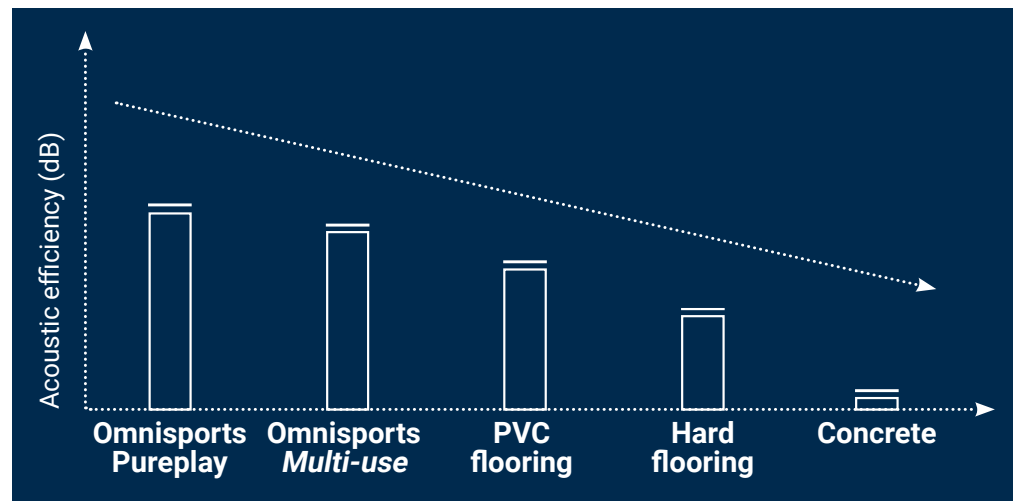
Because sustainable sport is integral to the wellbeing of our communities, preserving our ecosystems is a part of what drives all of our product innovation. After all, if there's no planet, there's no play. Our commitment to sustainability is focused and unwavering.

- OMNISPORTS PRODUCTS ARE 100% RECYCLABLE
- CONTRIBUTES TO FACILITY LEED CERTIFICATION
- TARKETT IS RECOGNIZED AS A WORLD LEADER IN SUSTAINABILITY



## CUTS OUT THE NOISE TO FOCUS ON THE GAME

The Omnisports series is designed with a cushion vinyl backing that reduces noise levels and provides optimal acoustic comfort. 



# NOTHING IS MORE IMPORTANT

## THAN THE SAFETY OF YOUR ATHLETES

Indoor air quality is essential for athletes' health and especially children who are exposed to higher risk of indoor pollution due to immature lungs. The materials in the Omnisports range were carefully selected to deliver a surface that provides optimal indoor air quality.



### PHthalate-FREE MANUFACTURING

As part of Tarkett's initiative for sustainability and eco-innovation, Omnisports is one of the only phthalate-free resilient sports floors available in North America.

- Improves the indoor environment and air quality
- Same components used in food containers and children's toys



### ASTHMA & ALLERGY FRIENDLY

Omnisports was the first sports surface to be certified asthma & allergy friendly, providing a healthier sports flooring solution. When combined with Multi-Poxy Adhesive from Tarkett Sports, Omnisports Multi-Use, Active+ and PurePlay with popular GreenLay™ installation exceed all of the asthma & allergy friendly certification standards.

- Low VOC emissions
- Low allergen retention



### LOW VOCs AND BETTER INDOOR AIR QUALITY

A healthy indoor environment begins with low levels of volatile organic compounds (VOCs).

- VOC emissions less than 10 micrograms per cubic meter\*  
A lower VOC emission rate than most other resilient sports floors  
\*VOCs after 28 days (ISO 16000)
- Complies with California Section 01350, the most stringent air quality regulation in the U.S.

# OVER 10,000 INSTALLATIONS IN NORTH AMERICA

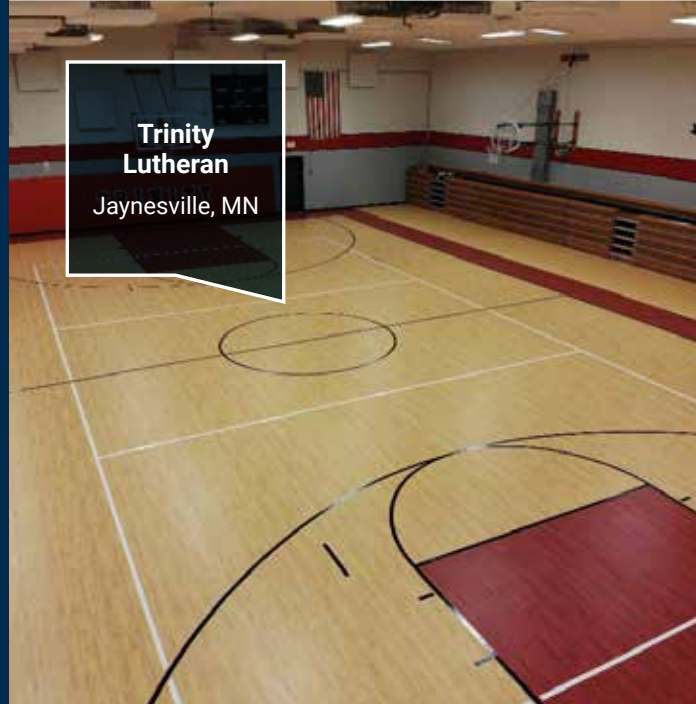
TRUSTED AT ALL LEVELS



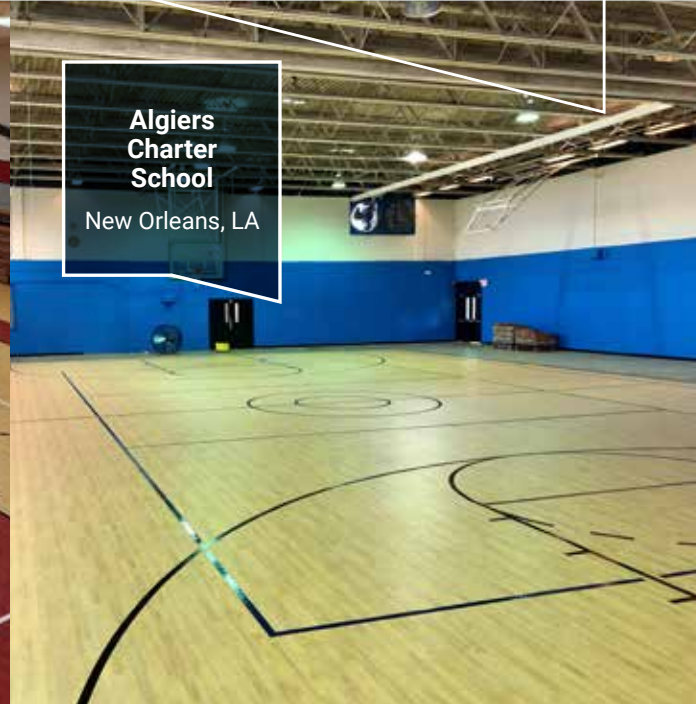
**Blue Springs Fieldhouse**  
Blue Springs, MO



**City of Valle Vista**  
Valle Vista, CA



**Trinity Lutheran**  
Jaynesville, MN



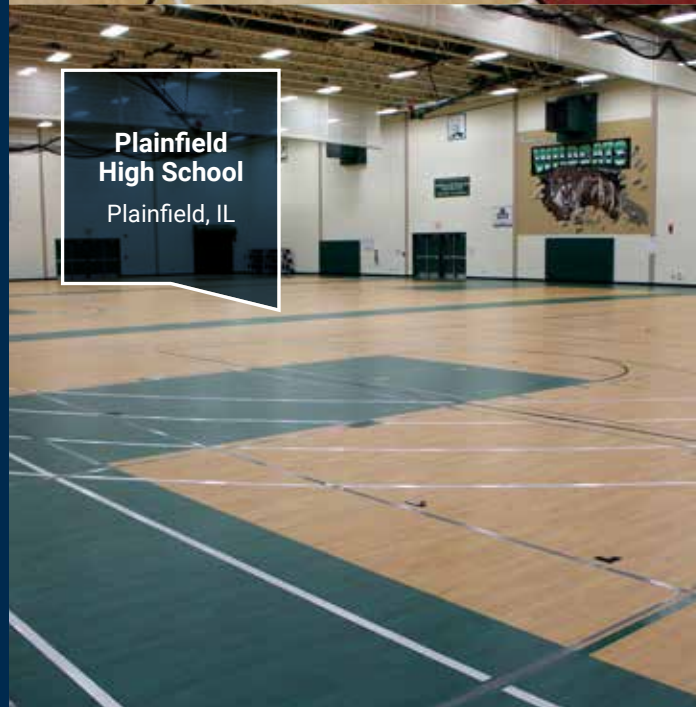
**Algiers Charter School**  
New Orleans, LA



**San Angelo Sports Complex**  
San Angelo, TX



**Saint-James School**  
St. James, MD



**Plainfield High School**  
Plainfield, IL



**The Albany Academy**  
Albany, NY



**Gililand Middle School**  
Tempe, AZ



**Total Turf Experience**  
Pitman, NJ

# UNDERSTANDING SPORTS FLOORING

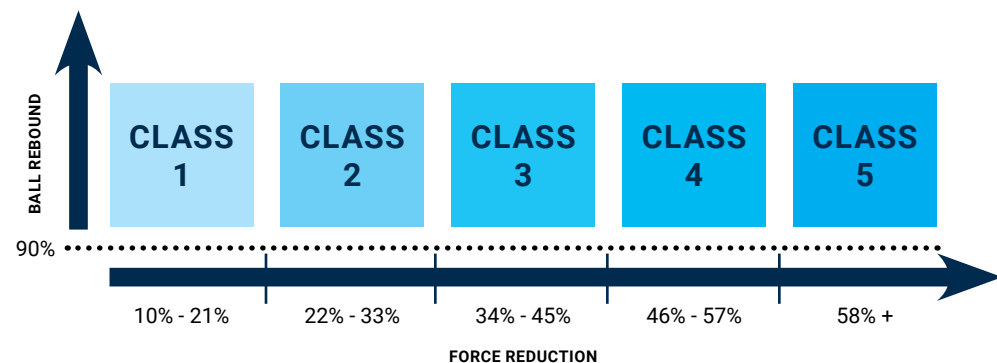
To help guide you to the right system for your facility, we rely on the independent flooring standard, ASTM F2772. This way, you can better evaluate and compare similar systems. Let's focus on the facts and cut out the noise.

## HOW DOES THE SPORTS FLOORING STANDARD WORK?

It focuses on four critical areas:

### 1 FORCE REDUCTION (SHOCK ABSORPTION)

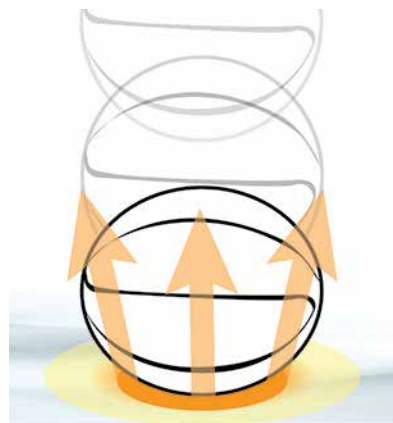
Force reduction (also called "shock absorption") evaluates a surface's ability to reduce impact force. The standard has set a minimum value of 10% force reduction and categorizes the remain range into five Classes, of which Class 5 has the highest force reduction.



### 2 BALL REBOUND

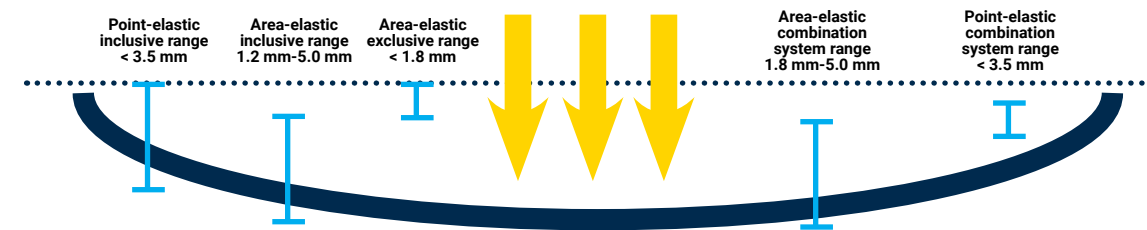
Ball rebound (also called ball bounce) is a mechanical property that determines a surface's suitability for basketball. It is tested according to ASTM F2117 and accounts for two parameters: performance level (average performance of test points must reach a minimum of 90%) and uniformity level (test point deviation cannot exceed 3% of the average of all tests). Ball rebound is based on the responsiveness of a ball and its interaction with the surface. It is calculated by comparing the ball's rebound height on the sports surface to the rebound height of the same ball on concrete.

This area is concluded as a pass or fail, no classes.



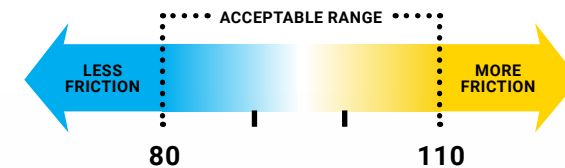
### 3 VERTICAL DEFORMATION

Vertical deformation values indicate the ability of the surface to deform under load. High deformation can affect the safety of the athlete, causing instability of the foot, while low deformation may cause injuries as a result of immediate impact force.



### 4 SURFACE FINISH EFFECT (FRICTION)

Surface finish effect describes a surface's response to a sliding foot, typically under dry conditions. It is tested according to ASTM E303 and accounts for two parameters: performance level (testing must achieve a value between 80-110) and uniformity level (individual tests cannot vary more than 4 points from the average value)



OMNISPORTS RANGE

CLASS 1



SPEED



HPL 7

CLASS 2



MULTI-USE



HPL 9

CLASS 3

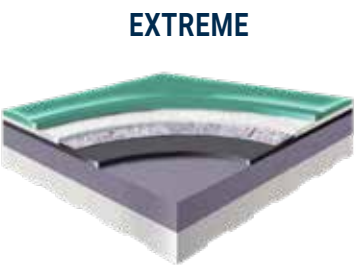


ACTIVE+



PUREPLAY

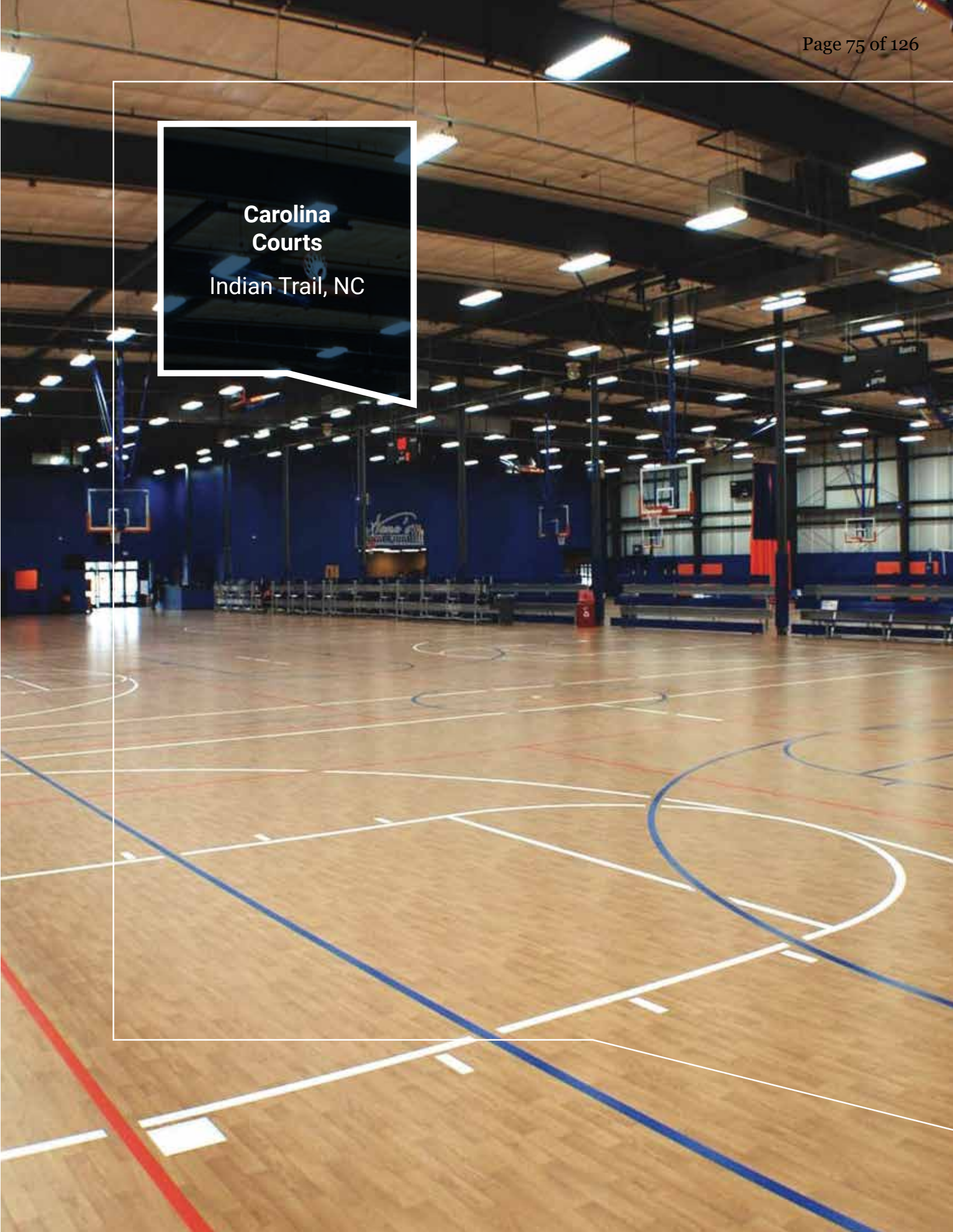
CLASS 4



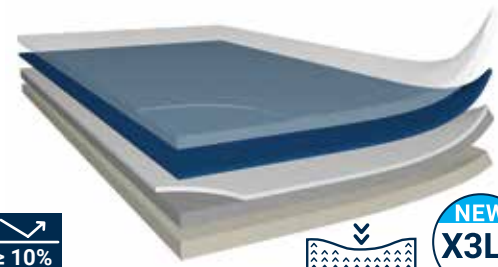
EXTREME

CLASS 5

LOOKING FOR A CLASS 5 OPTION?  
ASK US ABOUT OUR LUMAFLEX SYSTEMS



Carolina Courts  
Indian Trail, NC



**NEW!** **SPEED**

Ideal for walking and acoustic comfort in fitness, leisure and wellness areas

KEY FEATURES

- Ideal noise reduction
- High resistance to indentation marks: **0.18mm**
- High resistance to rolling loads
- Easy maintenance

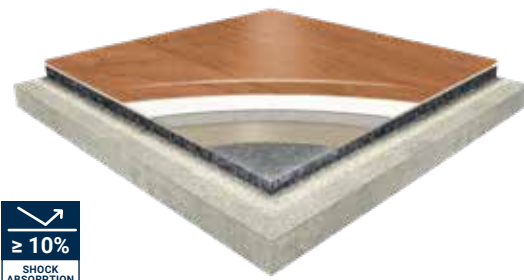


APPLICATIONS

Table tennis, badminton



FORMAT



**HPL 7**

Ideal for heavy bleachers and equipment as well as sports

KEY FEATURES

- Class 1 shock absorption
- Tolerates static and rolling loads as well as any vulcanized rubber surface, up to **500 psi**
- Easy maintenance
- Phthalate-free manufacturing
- Consistent playability and a uniform texture of all material selected, regardless of color

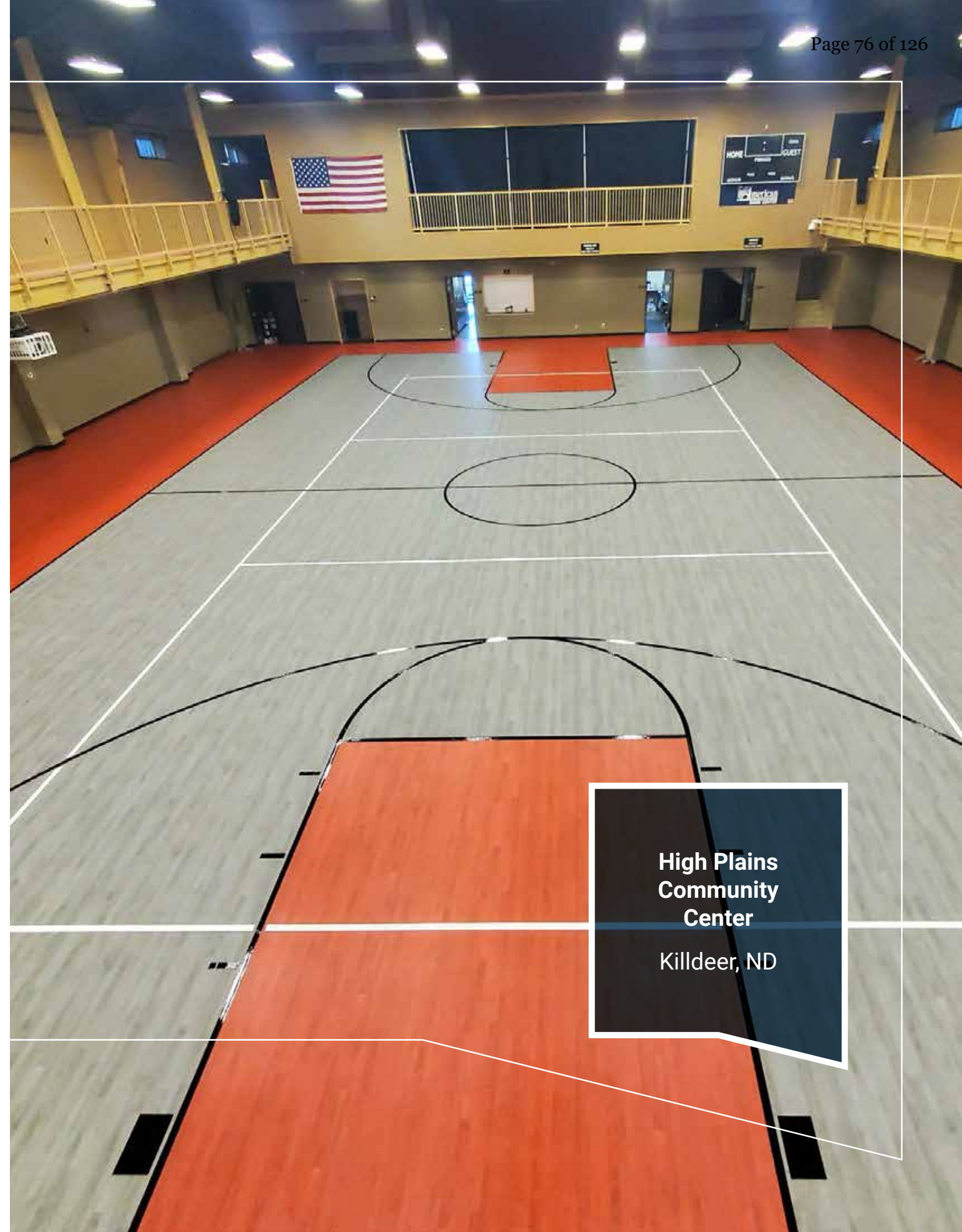


APPLICATIONS

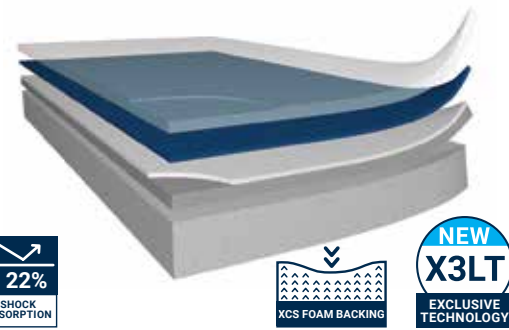
Multi-use, pickleball, fitness-cardio, wellness centers, roller sports, yoga, traffic areas



FORMAT



**High Plains Community Center**  
Killdeer, ND



**NEW!** MULTI-USE

Ideal flooring for multi-sports practice and non-sporting events

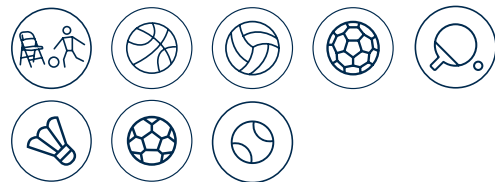
KEY FEATURES

- Class 2 shock absorption: **≥25%**
- Exceptional resistance to static loads (chairs, tables, bleachers,...): **≤0.10mm\***
- Superior resistance to heavy rolling loads (trolleys...)
- Resistance to stains and scratches: **0.70mm PU reinforced wear layer**
- Available with **GreenLay™** exclusive installation method: **98% adhesive-free\*\***



APPLICATIONS

Multi-sports: basketball, volleyball, handball, badminton, futsal, table tennis, pickleball... and non-sporting events: exams, elections, balls, public meetings, association meetings...

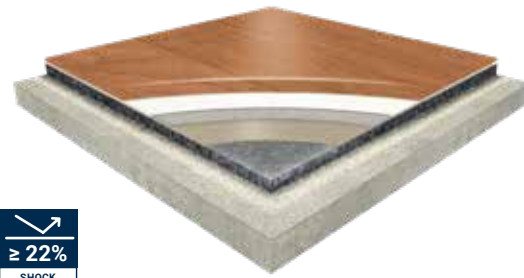


FORMAT



Roll 85.3' x 6.5'

\*Chair with 176 lb. person during 5h.  
\*\*See page 35



**HPL 9**

Ideal for heavy bleachers and equipment as well as sports.

KEY FEATURES

- Class 2 shock absorption
- Tolerates static and rolling loads as well as any vulcanized rubber surface, up to **500 psi**
- Easy maintenance
- Phthalate-free manufacturing
- Consistent playability and a uniform texture of all material selected, regardless of color



APPLICATIONS

Multi-use, pickleball, fitness-cardio, wellness centers, roller sports, yoga, traffic areas



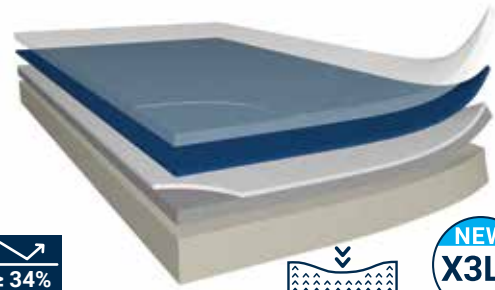
FORMAT



Roll 85.3' x 6.5'



Shady Spring Elementary School  
Shady Spring, WV



**NEW!** ACTIVE +

Ideal balance of performance & comfort for multi-sports

KEY FEATURES

- Class 3 shock absorption:  $\geq 35\%$
- High noise reduction
- Excellent underfoot comfort for enhanced game experience and protection for athletes
- Easy maintenance



APPLICATIONS

Multi-sports: basketball, volleyball, handball, badminton, futsal... and non-sporting events: exams, elections, balls, public meetings, association meetings...

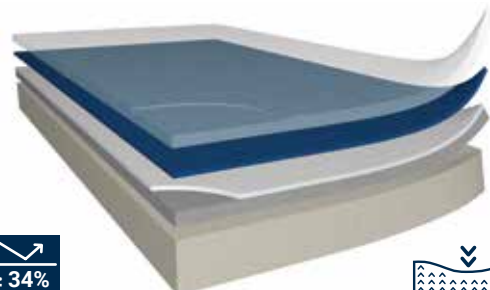


FORMAT



Roll  
85.3' x 6.5'

\* See page 35



PUREPLAY

Extreme protection, comfort and sports performances

KEY FEATURES

- Class 3 shock absorption: optimized cushion-vinyl construction, our thickest foam for excellent performance
- Excellent underfoot comfort for enhanced game experience and protection for athletes
- Resistance to stains and scratches: **0.80mm PU reinforced wear layer**
- Available with **GreenLay™** exclusive installation method: **98% adhesive-free\***
- Easy maintenance



APPLICATIONS

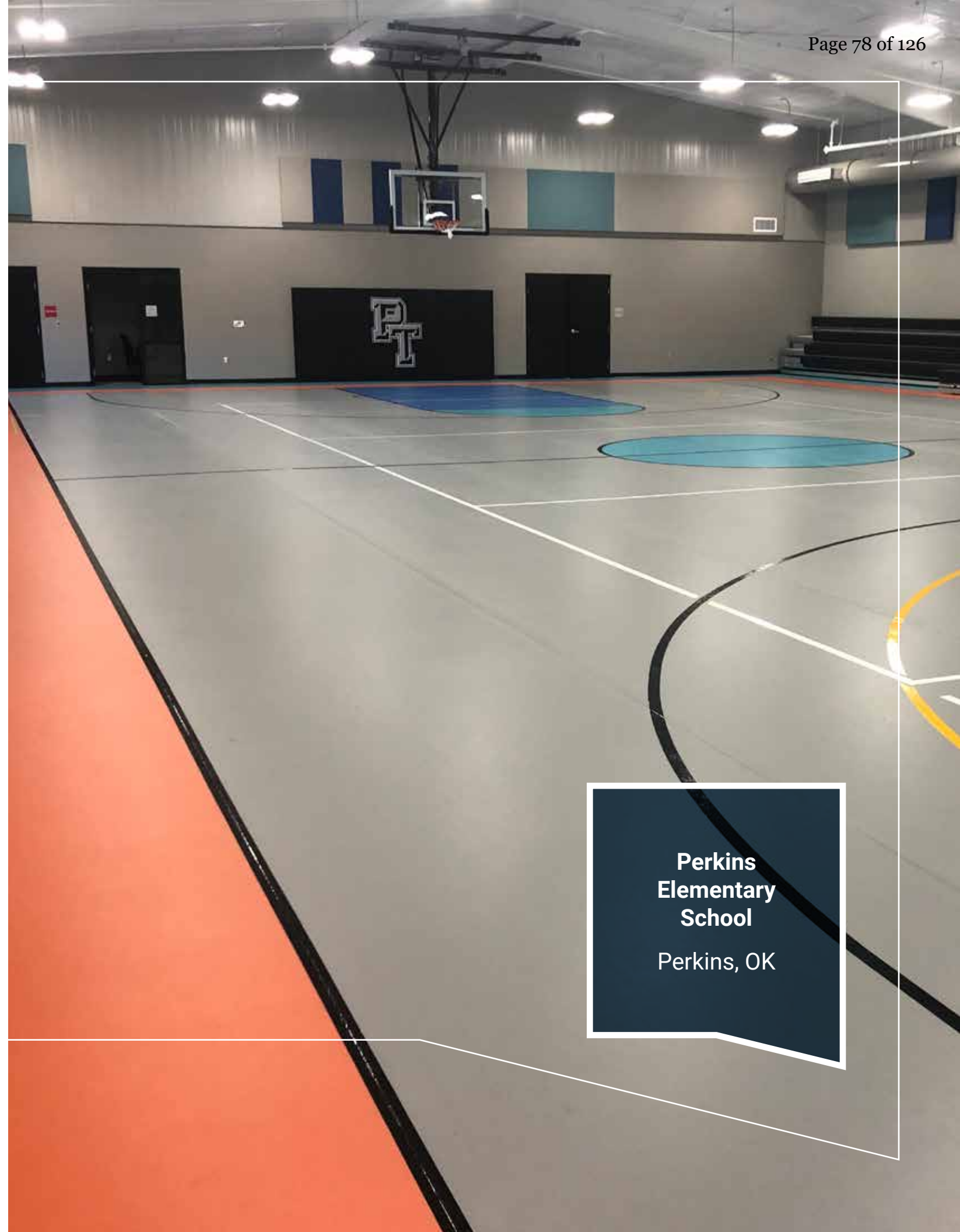
Multi-sports: basketball, volleyball, handball, futsal, table tennis, pickleball, yoga...



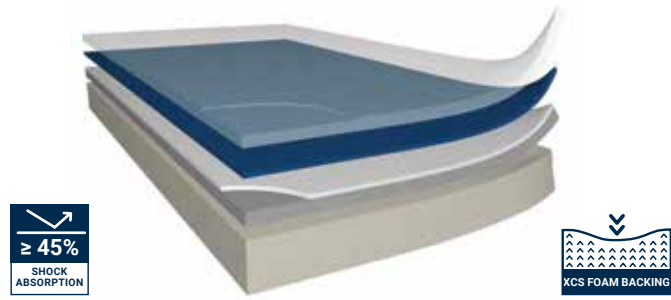
FORMAT



Roll  
85.3' x 6.5'



Perkins  
Elementary  
School  
Perkins, OK



## OMNISPORTS EXTREME

The ultimate competitive basketball, volleyball, fitness and aerobics gym flooring

### KEY FEATURES

- Class 4 shock level absorption
- Maximum noise reduction
- Easy maintenance
- Phthalate-free manufacturing
- Consistent playability and a uniform texture of all material selected, regardless of color
- Super-dimensional stability



### APPLICATIONS

Multi-sports: basketball, volleyball, handball, futsal, table tennis, badminton, pickleball, fitness-aerobics, yoga...



### FORMAT



Roll  
49.2' x 6.5'



Cegep  
Gerald-Godin  
Quebec, Canada

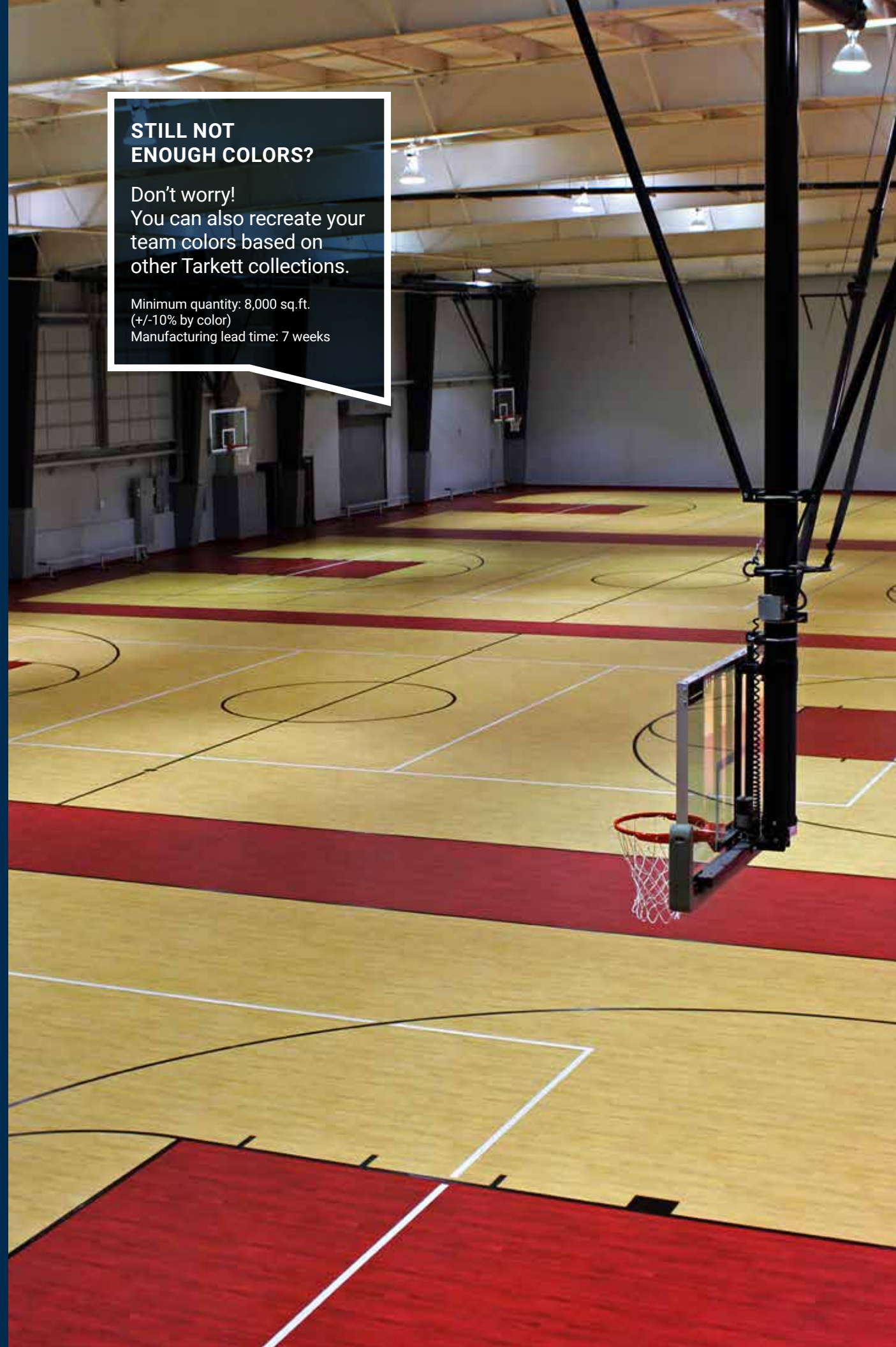


UNLIMITED DESIGN POSSIBILITIES

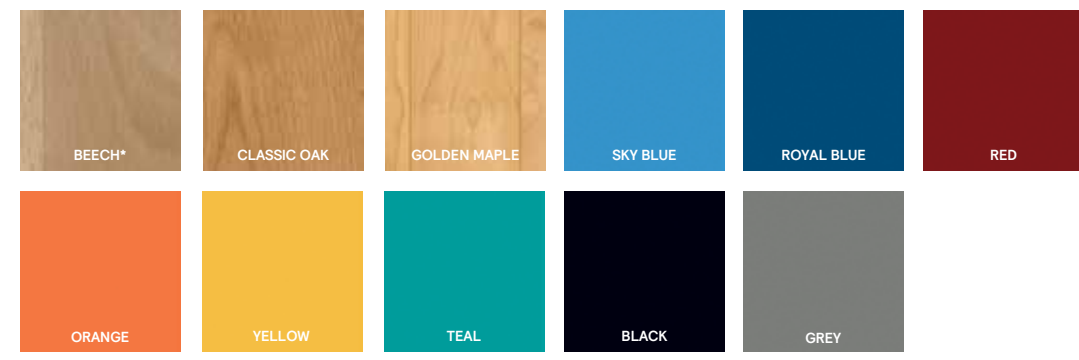
**STILL NOT ENOUGH COLORS?**

Don't worry!  
You can also recreate your team colors based on other Tarkett collections.

Minimum quantity: 8,000 sq.ft.  
(+/-10% by color)  
Manufacturing lead time: 7 weeks



**OMNISPORTS SPEED**



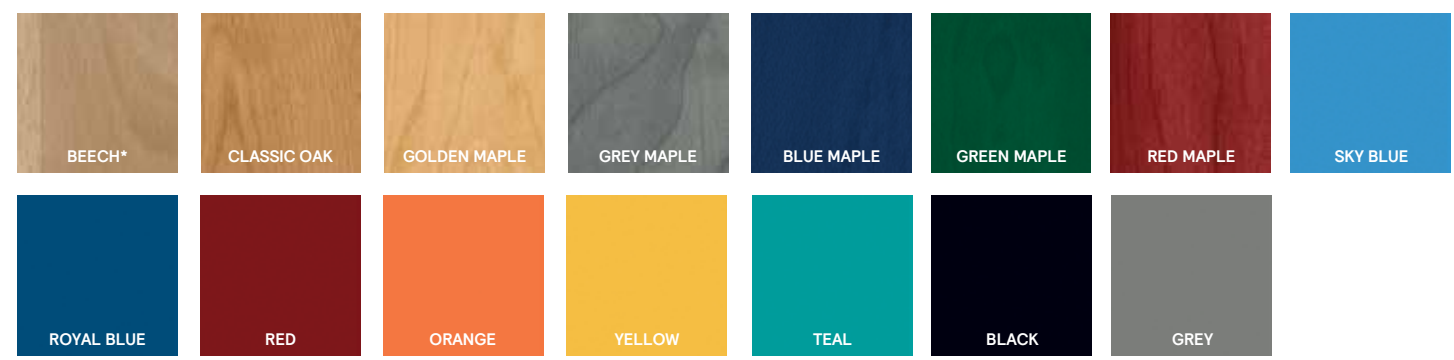
**OMNISPORTS MULTI-USE / ACTIVE+ / PUREPLAY**



**OMNISPORTS EXTREME**



**OMNISPORTS HPL**



## OMNISPORTS IS A VERSATILE SPORTS SURFACE THAT GOES BEYOND THE NUMBER OF SPORTS AND EVENTS IT CAN HOST



### UNIQUE 2M ROLL WIDTH

30% less welding required, decreasing the areas at risk of soiling.

Omnisports needs to be installed according to the conditions on site to ensure maximum performance and durability. A variety of installation methods are available to accommodate each facility's particular circumstances.

### SUBFLOOR INSTALLATION

INSTALLATION TYPE	MULTI-SET	HS SPORT SPRAY	GREENLAY	MULTI-POXY	TARKOLAY WITH MULTI-POXY
Concrete Substrate Maximum Tolerances	83% RH 4% MC	90% RH 4.5% MC	92% RH 5% MC	98% RH 6% MC	Moisture Testing Not Required*
Omnisports Speed	✓	✓	✗	✓	✓
Omnisports Multi-Use	✓	✓	✓	✓	✓
Omnisports Active+	✓	✓	✓	✓	✓
Omnisports Pureplay	✓	✓	✓	✓	✓
Omnisports Extreme	✓	✓	✗	✓	✓
Omnisports Compact & HPL	✗	✗	✗	✓	✓

\* For all systems, please review current installation recommendations for additional information regarding substrates, conditions, and methods. Some substrates may require additional or alternative treatments prior to the application of floor covering. Compatible substrates include: properly constructed and prepared concrete, wood, asphalt, and cementitious underlayments. Refer to current installation guidelines, ASTM F710, ACI 302.2R, and other industry publications including accessories for more information. Hot Yoga and Radiant Heated Slabs should use either Multi-Poxy or Tarkolay systems as conditions require. \*RH is measured per ASTM F2170. \*MC\* is measured per ASTM F2659 for Surface and Impedance Probe.

## TARKOLAY

Every flooring installation is different. In some cases, high moisture, cracks, joints, or other factors present challenges that require an underlayment. Tarkolay is a FloorScore-certified underlayment that isolates the flooring system away from the substrate, removing the potential for vapor pressure to form. Tarkolay also assists with installations over moving joints, minor cracks in concrete substrates, and existing surfaces that are adverse to standard installation methods. Only Multi-Poxy adhesive may be used with Tarkolay.

### 1. ISOLATION OF THE SPORTS SURFACE

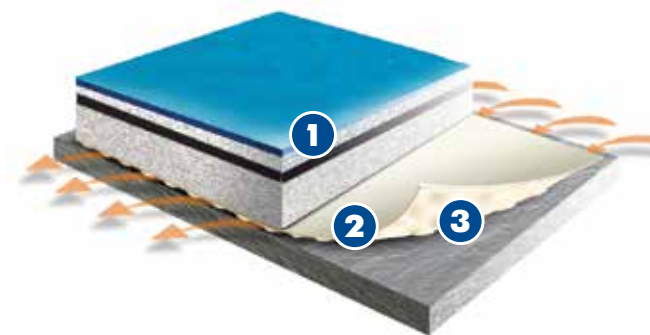
Tarkolay mitigates adverse conditions by separating the sports surface from the subfloor. Through isolation, an imperfect subfloor is less likely to affect the integrity of the surface installation.

### 2. DIMENSIONALLY STABLE UNDERLAYMENT

Tarkolay is a dimensionally stable underlayment with a smooth top surface for excellent adhesion to the sports floor.

### 3. RAISED TEXTURE FOR DISPERSING WATER VAPOR

The embossed texture on the bottom of Tarkolay allows water vapor from the subfloor to dissipate without building pressure that would harm the integrity of the installation.



## GREENLAY

GreenLay has revolutionized sports flooring installations as the new standard of performance and environmental responsibility. In an 8,000-square-foot gymnasium, less than one gallon of adhesive is used compared to nearly 64 gallons for a full-spread installation.



### HOW IT WORKS

GreenLay uses small amounts of adhesive along the parallel walls of the court, in doorways and around volleyball sleeves, while Tarkotape from Tarkett secures each seam for welding. The Omnisports material does the rest with its excellent dimensional stability and virtually tension-free manufacturing process to make it the only resilient sports flooring that can be installed this way. In short, the superior quality of Omnisports makes GreenLay possible.



## TARKETT MULTI-POXY

Tarkett Multi-Poxy is a specially formulated 2-component adhesive system for the installation of Tarkett Indoor Sports Flooring over porous and non-porous substrates. When part A and B are thoroughly mixed together and used as recommended, they form a reactive adhesive that cures to a tough, flexible film with excellent surface moisture resistance and adhesion to many difficult-to-bond-to substrates. Multi-Poxy is packaged in 4-gallon kits. Part A is packaged in a 5-gallon container, allowing for ease of mixing. Part B is packaged in a 2-gallon container and can be poured directly into the Part A container, or partial mixing can be easily accomplished in separate containers with a mix ratio of 1:1.

**SOLUTION GUIDE** A dedicated solution for each area

- Highly recommended
- Highly recommended with Lumaflex sub-construction
- Suitable

	OMNISPORTS						
	COMPACT	SPEED	HPL	MULTI-USE	ACTIVE+	PUREPLAY	EXTREME
		p. 22	p. 22, 24	p. 24	p. 26	p. 26	p. 28
Multi-sports	○	●	●	●	●	●	●
Multi-use	○	●	●	●	●	●	●
Basketball	○	●	●	●	●	●	●
Volleyball	○	●	●	●	●	●	●
Handball	○	●	●	●	●	●	●
Futsal	○	●	●	●	●	●	●
Table tennis	○	●	●	●	●	●	●
Badminton	○	●	●	●	●	●	●
Pickleball	○	●	●	●	●	●	●
Fitness - aerobics	○	●	●	●	●	●	●
Fitness - cardio (bikes, treadmills, rowing machines,...)	○	●	●	●	●	●	●
Wellness centers	○	●	●	●	●	●	●
Roller sports and handisports	○	●	●	●	●	●	●
Yoga	○	●	●	●	●	●	●
Traffic areas (corridors, entrance halls, meeting rooms,...)	○	●	●	●	●	●	●

# TECHNICAL DATA

CERTIFICATION & CLASSIFICATION	STANDARD	COMPACT	SPEED	HPL 7	HPL 9	MULTI-USE	ACTIVE+	PUREPLAY	EXTREME
Ball Rebound	ASTM F2772-11	See HPL Data	Passed	Passed	Passed	Passed	Passed	Passed	Passed
Force Reduction	ASTM F2772-11	See HPL Data	Class 1	Class 1	Class 2	Class 2	Class 3	Class 3	Class 4
Surface Finish Effect	ASTM F2772-11	See HPL Data	Passed	Passed	Passed	Passed	Passed	Passed	Passed
Vertical Deformation	ASTM F2772-11	See HPL Data	Passed	Passed	Passed	Passed	Passed	Passed	Passed
Below-Room Sound Insulation	ISO 717/02	N/A	20 dB	N/A	N/A	21 dB	21 dB	21 dB	21 dB
In-Room Sound Insulation	(NF S31-074)	N/A	Class A ≤65dB	N/A	N/A	Class A ≤65dB	Class A ≤65dB	Class A ≤65dB	Class A ≤65dB
Microbial Resistance	ASTM G21	No Growth	No Growth	No Growth	No Growth	No Growth	No Growth	No Growth	No Growth
Reaction to Fire	ASTM E648	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)	Class 1 (Radiant Panel)
Resistance to Impact	EN 1517	No Degradation	No Degradation	No Degradation	No Degradation	No Degradation	No Degradation	No Degradation	No Degradation
Rolling Load	EN 1569	See HPL Data	≤ 1.0 mm (No Degradation)	≤ 0.5 mm (No Degradation)	≤ 0.5 mm (No Degradation)	≤ 0.5 mm (No Degradation)	≤ 0.5 mm (No Degradation)	≤ 0.5 mm (No Degradation)	≤ 0.5 mm (No Degradation)
Roll Length	EN 426/EN 427	26 m (85.3')	23 m (75.5')	26 m (85.3')	26 m (85.3')	26 m (85.3')	26 m (85.3')	26 m (85.3')	15 m (49.2')
Roll Width	EN 426/EN 427	2 m (6.5')	2 m (6.5')	2 m (6.5')	2 m (6.5')	2 m (6.5')	2 m (6.5')	2 m (6.5')	2 m (6.5')
Stain Resistance	ASTM F925	Excellent	Excellent	Excellent	Excellent	Excellent	Excellent	Excellent	Excellent
Static Load Tolerance	ASTM F970	See HPL Data	175 psi	500 psi	500 psi	175 psi	175 psi	175 psi	N/A
Taber Abrasion	ASTM D3389	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	0.02 g (1,000 Cycles)	N/A
Thickness	EN 428/EN 429	2.0 mm (0.079")	3.5 mm (0.138")	7 mm (0.276")	9 mm (0.354")	6.2 mm (0.244")	8.1 mm (0.319")	9.4 mm (0.37")	12 mm (0.47")
Wear Layer Performance Grade	ASTM F1303	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial	Type 1, Grade 1, Commercial
Wear Layer Structure		2.0 mm (0.079")	2.0 mm	2.0 mm	2.0 mm	2.0 mm	2.0 mm	2.0 mm	2.0 mm
Wear Layer Thickness	ASTM F410/F1303	0.7 mm	0.65 mm	0.7 mm	0.7 mm	0.7 mm	0.7 mm	0.7 mm	0.76 mm
Weight	EN 430	3.1 kg/m <sup>2</sup> (0.64 lbs./sq.ft)	3.29 kg/m <sup>2</sup> (0.67 lbs./sq.ft.)	0.8 lbs./sq.ft. HPL	1.12 lbs./sq.ft. HPL	3.95 kg/m <sup>2</sup> (0.81 lbs./sq.ft.)	4.7 kg/m <sup>2</sup> (0.96 lbs./sq. ft.)	5.7 kg/m <sup>2</sup> (1.17 lbs./sq.ft.)	7.1 kg/m <sup>2</sup> (1.45 lbs./sq.ft.)

The above information is subject to modification for the benefit of further improvement. (01/2021). Tarkett Sports' instructions regarding installation, cleaning and maintenance should be observed. Please contact Tarkett for these instructions.





THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING



SCAN ME

888-364-6541

[tarkettsportsindoor.com](http://tarkettsportsindoor.com)





WOODBLOCK ARCHITECTURE, INC.  
827 SW SECOND AVENUE, SUITE 300  
PORTLAND, OR | 97204 | P: 503.889.0064

NOT FOR CONSTRUCTION

BROWNSVILLE REC  
CENTER  
234 PARK AVE  
BROWNSVILLE, OR 97327

JONATHAN H. DUNN,  
ARCHITECT  
SD  
03.28.22  
Project #21-157

Table with columns: DESCRIPTION, DATE

COVER SHEET  
**G000**

# BROWNSVILLE REC CENTER

REMODEL OF EXISTING RECREATION CENTER BUILDING

## PROJECT TEAM

Client: City of Brownsville  
Architect of Record: Woodblock Architecture  
Structural Engineer: VLMK Engineering  
MEP Engineer: KCL Engineering

## DRAWING INDEX

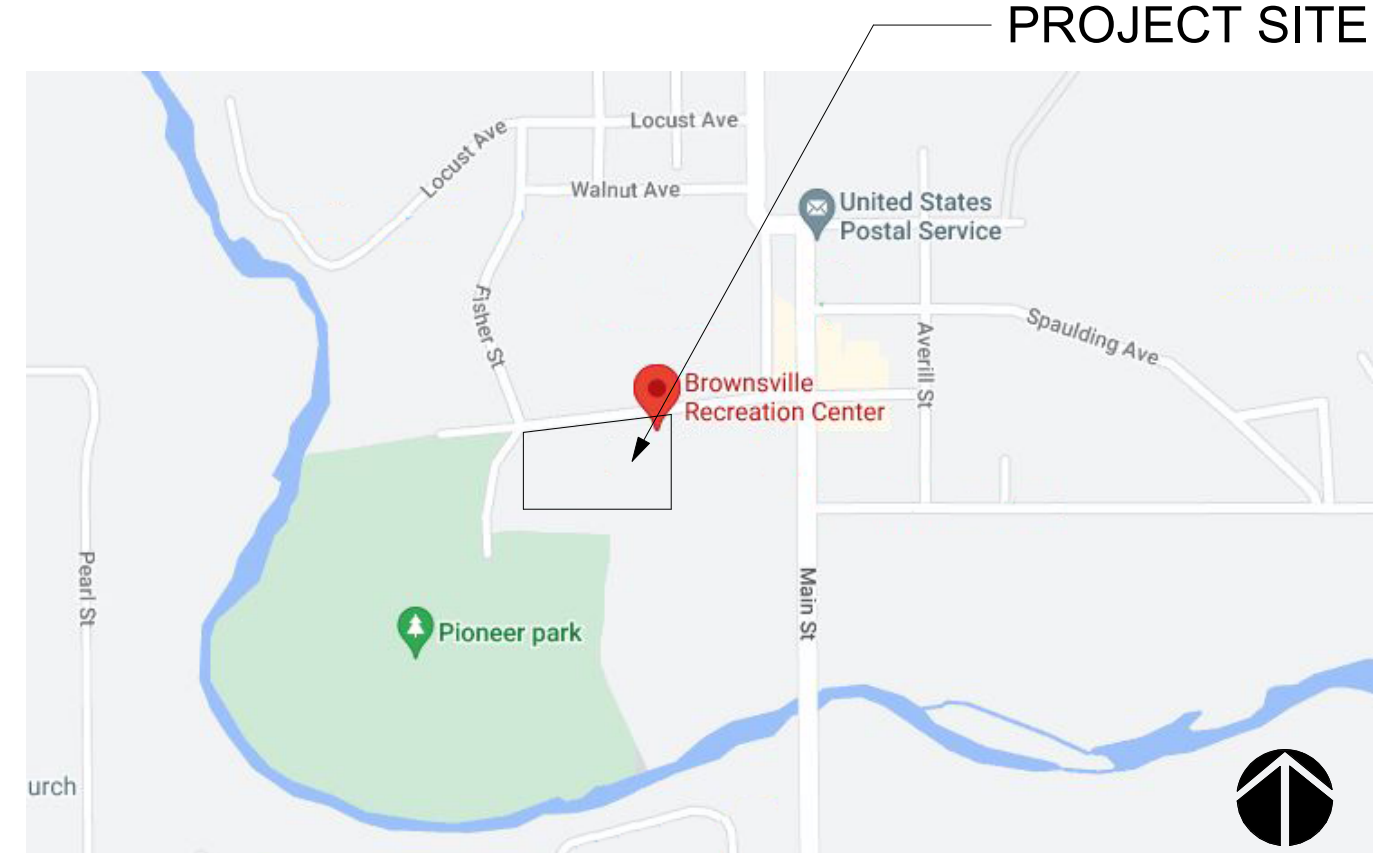
Table listing sheets G000 through G402 and their descriptions such as Cover Sheet, Accessibility Public Areas, etc.

## PROJECT DATA

Table with Project Codes, Zoning, Construction Type, Year Built, and Property Addresses.

## SEPARATE TRADE PERMITS

## VICINITY MAP



## GENERAL NOTES:

- 1. ALL WORK TO COMPLY WITH THE REQUIREMENTS OF THE AHJ AND THE CURRENT EDITIONS OF LISTED BUILDING CODES...
- 2. CONTRACTORS SHALL COORDINATE ALL REQUIRED INSPECTIONS BY THE CITY AND ANY OTHER GOVERNING AUTHORITIES AS REQUIRED.
- 3. CONTRACTORS SHALL VERIFY AND CONFIRM EXISTING CONDITIONS SHOWN OR IMPLIED ON DRAWINGS PRIOR TO THE START OF CONSTRUCTION...
- 4. CONTRACTORS SHALL OBTAIN AND PAY FOR ALL TEMPORARY UTILITIES INCLUDING ELECTRICITY NECESSARY FOR CONSTRUCTION.
- 5. ALL CONSTRUCTION DEBRIS TO BE NEATLY STOCKPILED ON SITE UNTIL DISPOSAL. ALL DEBRIS IS TO BE DISPOSED OF IN LEGAL MANNER AT A LANDFILL OR RECYCLING CENTER.
- 6. CONTRACTOR SHALL INFORM THE DESIGNER OF ANY AND ALL CHANGES. CONTRACTOR SHALL NOT PROCEED WITH REQUESTED CHANGES OR DIRECTIVES WITHOUT PRIOR AUTHORIZATION FROM THE DESIGNER AND A WRITTEN CHANGE ORDER.
- 7. CONTRACTOR SHALL PROVIDE STORAGE FOR ALL BUILDING MATERIALS IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS.
- 8. ALL SUBSTITUTIONS MUST BE APPROVED BY DESIGNER, ALONG WITH WRITTEN REQUESTS CONTRACTOR SHALL PROVIDE ALL INFORMATION REGARDING THE SUBSTITUTION IN QUESTION, INCLUDING COST.
- 9. SOLID WOOD BLOCKING, INSULATION, OR OTHER FIRE STOP MATERIALS IS TO BE PROVIDED, BETWEEN TOP STORY AND ROOF FACE.
- 10. CONTRACTOR SHALL PROVIDE SAMPLE OF FINISHES AND STAIN COLORS FOR APPROVAL BY DESIGNER. THIS INCLUDES INTERIOR AND EXTERIOR PAINT, AND SHEETROCK TEXTURES.
- 11. WRITTEN DIMENSIONS AND NOTES ON DRAWING SHALL TAKE PRIORITY OVER SCALE OF DRAWINGS. DO NOT MEASURE DRAWINGS TO DETERMINE ANY DIMENSIONS. DRAWINGS ARE IN SCALE FOR PURPOSES OF DESIGN AND INTENT ONLY. ALL DIMENSIONS SHOWN PLANS ARE FROM AND TO FACE OF FRAMING OR FROM AND TO CENTERLINE OF WALLS, UNLESS OTHERWISE NOTED.
- 12. ALL FEATURES OF THE WORK NOT FULLY SHOWN SHALL BE OF THE SAME TYPE AND CHARACTER OF THAT SHOWN FOR SIMILAR CONDITIONS. IN THE EVENT OF THAT ADDITIONAL WORK IS REQUIRED TO COMPLETE THE WORK AS INTENDED (OR REQUIRED BY GOVERNING CODES), YET NOT FULLY SHOWN OR OMITTED BY IN THE DRAWINGS, CONTRACTORS MUST STILL PROVIDE FOUNDATION, CARPENTRY, MECHANICAL, ELECTRICAL AND/OR PLUMBING AS REQUIRED FOR CERTIFICATE OF OCCUPANCY, INCONSISTENCIES, OR DISCREPANCIES.
- 13. VERIFY ALL DIMENSIONS AND MFR. SPECIFICATIONS OF OWNER FURNISHED EQUIPMENT PRIOR TO CONSTRUCTION.
- 14. DO NOT SCALE DRAWINGS.
- 15. THE GENERAL CONTRACTOR SHALL SCHEDULE A FIRESTOPPING MEETING WITH THE BUILDING INSPECTOR AND ALL SUBCONTRACTORS THAT WILL BE INSTALLING FIRESTOPPING MATERIAL. EACH SUBCONTRACTOR WILL PROVIDE A LIST OF FIRESTOP MATERIALS/ASSEMBLIES WHICH WILL BE USED. THE TYPE OF PENETRATIONS WHERE EACH MATERIAL/ASSEMBLY WILL BE USED, AND THE LISTING AND APPROVAL INFORMATION (I.E. UL, ICC OR OTHER APPROVED REPORT/LISTING NUMBERS.) THIS INFORMATION MUST BE SUBMITTED TO, AND APPROVED BY, THE BUILDING INSPECTOR PRIOR TO ANY INSTALLATION.

## BIDDER DESIGN MECHANICAL, ELECTRICAL, AND PLUMBING CRITERIA

- 1. ALL MECHANICAL, ELECTRICAL, AND PLUMBING WORK SHALL BE PROVIDED UNDER A SEPARATE CONTRACT AND PERMIT. SUBMITTALS SHALL BE DEFERRED.
- 2. IT IS THE DESIGN/BUILD CONTRACTOR'S RESPONSIBILITY TO CONFORM TO ALL APPLICABLE BUILDING CODES AND TO PROVIDE ALL DOCUMENTATION REQUIRED TO OBTAIN PERMITS FOR WORK UNDER THEIR CONTRACT.
- 3. THE OWNER AND DESIGNER ARE NOT RESPONSIBLE FOR ADDITIONAL COSTS INCURRED DUE TO DESIGN/BUILD CONTRACTOR'S ERROR AND OMISSIONS.
- 4. ELECTRICAL DESIGN CONTRACTOR WILL COORDINATE POWER, SIGNAL AND LIGHTING DESIGN AND PROVIDE CALCULATIONS IN CONFORMANCE WITH STATE ELECTRICAL CODE, ENERGY CODE AND BUILDING CODE.
- 5. ELECTRICAL DESIGN CONTRACTOR WILL REVIEW THE PROGRAM DRAWING AND WILL MEET WITH THE TENANT TO FINALIZE THE EXACT POWER LOCATIONS AND REQUIREMENTS FOR EQUIPMENT. DESIGN WILL PROVIDE FOR CODE REQUIRED AND MAINTENANCE RECEPTACLES. DESIGN WILL INCLUDE FIRE ALARM SYSTEM IF REQUIRED, COORDINATED AND EXTENDED FROM BUILDING FIRE ALARM SYSTEM. OUTLETS, PHONE AND DATA JACKS SHOWN ON ARCHITECTURAL PLANS (IF ANY) ARE MINIMUM REQUIRED AND MAY NOT INCLUDE ADDITIONAL OUTLETS REQUIRED BY CODE OR FOR MAINTENANCE.
- 6. ELECTRICAL DESIGN CONTRACTOR WILL COORDINATE THE WORK WITH THE ARCHITECT AND WITH THE HVAC AND FIRE SPRINKLER DESIGN/BUILD CONTRACTORS.
- 7. ELECTRICAL DESIGN CONTRACTOR WILL MEET WITH THE TENANT TO DETERMINE AND/OR CONFIRM THE LOCATION OF ALL DATA AND COMMUNICATION CONNECTIONS REQUIRED AND INCLUDE CONDUIT TO 6" ABOVE FIN CLG. BOX AND PULL STRING IN THE REQUIRED LOCATIONS UNDER THE T.I. CONTRACT.
- 8. CONFIRM LIGHTING SWITCHING REQUIREMENTS WITH OWNER.
- 9. CONSTRUCTION AND AS-BUILT DRAWINGS TO BE PROVIDED ON ELECTRONIC MEDIA, AUTOCAD RELEASE 14 OR LATER, TO THE ARCHITECT FOR THE OWNER'S RECORDS.
- 10. ELECTRICAL DESIGN/BUILD CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY ALL DEVICES, INCLUDING BUT NOT LIMITED TO: STROBES, ANNUNCIATORS AND EGRESS LIGHTING, REQUIRED BY ALL APPLICABLE CODES. POWER AND LIGHTING DRAWINGS INCLUDED IN THIS DOCUMENT ARE FOR DESIGN PURPOSES ONLY. ANY DEVICE REQUIRED BY CODE OR BY BUILDING OFFICIAL, AND NOT INCLUDED IN ELECTRICAL DESIGN/BUILDERS BASE BID SHALL BE INSTALLED AT THE ELECTRICAL DESIGN CONTRACTOR'S EXPENSE.
- 11. GENERAL CONTRACTOR TO COORDINATE POWER AND DATA PLANS WITH OWNER.

## IMPORTANT DESIGN SCOPE NOTE:

WOODBLOCK ARCHITECTURE INC. AND THEIR CONSULTANTS HAVE COMPLETED THESE DESIGN DOCUMENTS TO THE LEVEL OF DETAIL REQUESTED BY OUR CLIENT. THE LEVEL OF DETAIL MAY RANGE FROM SCHEMATIC DESIGN DOCUMENT(S) MAINLY CONVEYING PROGRAMMATIC INFORMATION TO FULLY DETAILED DOCUMENTS AND SPECIFICATIONS. HOWEVER, THE CLIENT'S INTENT AND EXPECTATIONS ARE THAT THESE DOCUMENTS BE USED AS THE BASIS FOR DESIGN FOR A COMPLETE, ALL-INCLUSIVE PROJECT BASED UPON INDUSTRY STANDARDS & MANUFACTURER RECOMMENDATIONS FOR ALL DISCIPLINES & MATERIALS. IT SHOULD ALSO SATISFY ALL AUTHORITIES HAVING JURISDICTION REQUIREMENTS.

## LEGEND OF SYMBOLS:

Legend of symbols for Detail Identification, Building Section, Wall Section, Exterior Elevation, Interior Elevation, Room Name and Number, Window Numbers, Key Notes, Datum Elevation, Finish Tag, Spot Elevation, Start Point, Extent of Work, North Arrow, and Exit Sign.

Legend of symbols for Door Numbers, Equipment Tag, Wall Type, Revision Delta and Cloud, Ceiling Height, Finish Height and Type, Top Mark, Datum Indicator, and Partition Fire Ratings.

Legend of symbols for Materials: Acoustical Tile, Aluminum, Batt Insulation, CMU or Brick, Concrete, Earth, Finished Wood, Gravel, Gypsum Board, Plywood, Rigid Insulation, Sound Insulation, Steel, Wood Blocking, Wood Member.

Legend of symbols for Partition Fire Ratings: 1-Hour Rated, 2-Hour Rated, 3-Hour Rated, 4-Hour Rated.

Legend of symbols for Materials: Gravel, Gypsum Board, Plywood, Rigid Insulation, Sound Insulation, Steel, Wood Blocking, Wood Member.

## ABBREVIATIONS:

Large table of abbreviations and their corresponding full names, such as ANGLE, AIR CONDITIONING, ALUMINUM, etc.



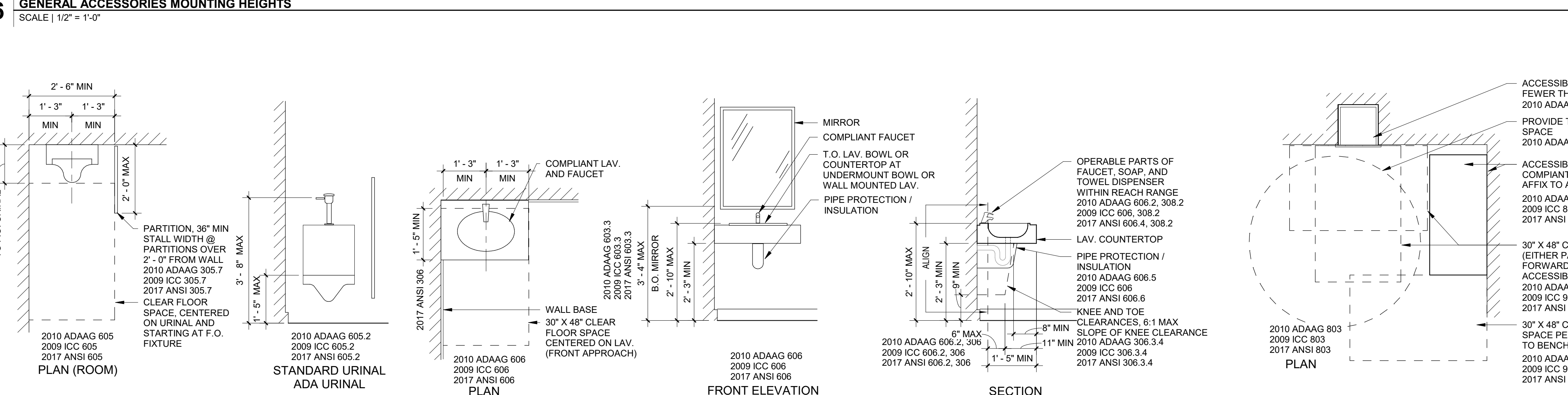
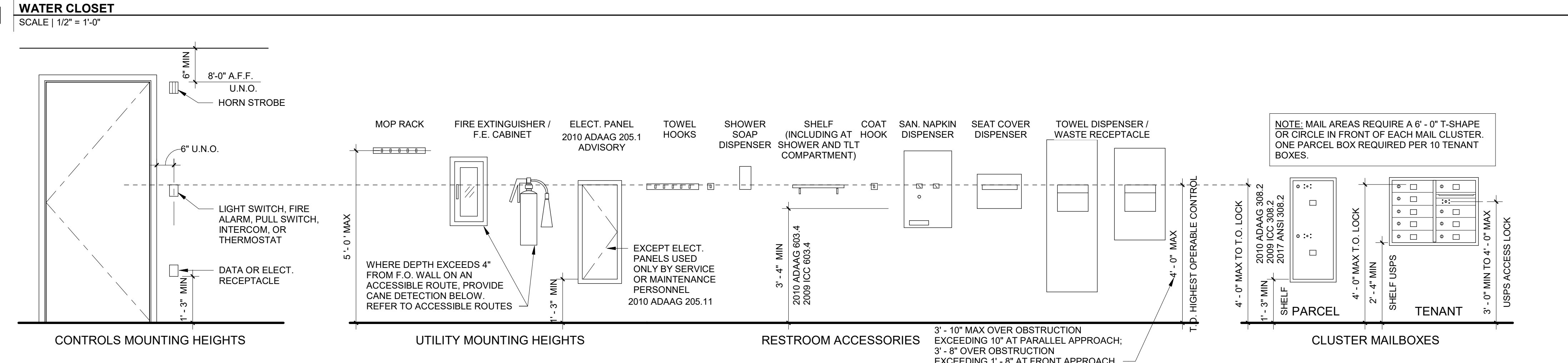
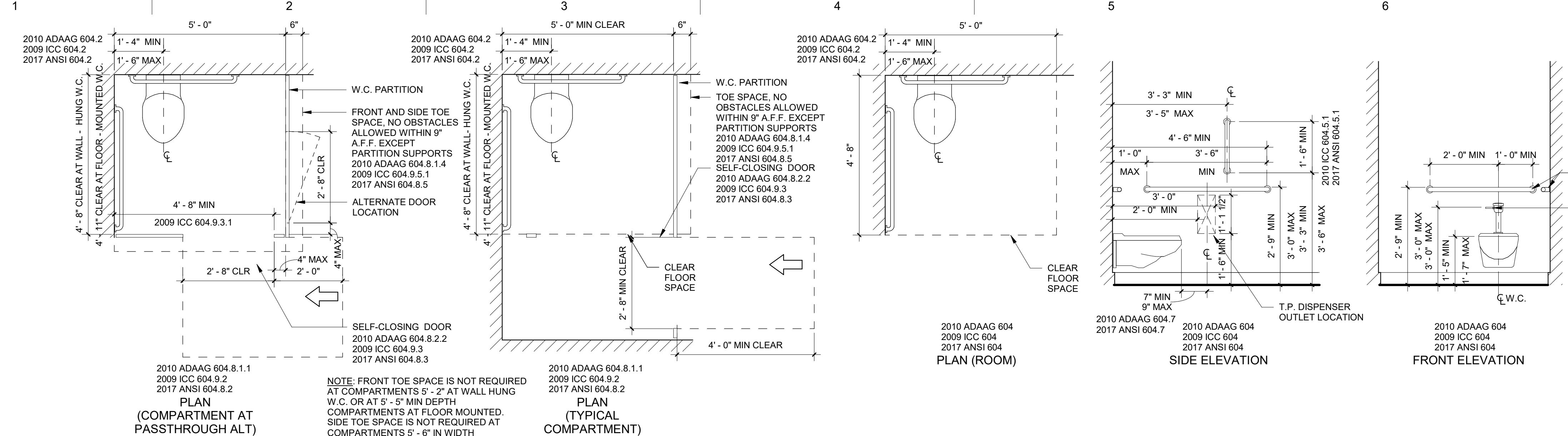
WOODBLOCK ARCHITECTURE, INC.  
827 SW SECOND AVENUE, SUITE 300  
PORTLAND, OR | 97204 | P: 503.889.0064

NOT FOR CONSTRUCTION

BROWNSVILLE REC CENTER  
234 PARK AVE  
BROWNSVILLE, OR 97327

JONATHAN H. DUNN,  
ARCHITECT  
SD  
03.28.22  
Project #21-157

ACCESSIBILITY PUBLIC AREAS  
G006



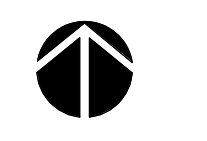
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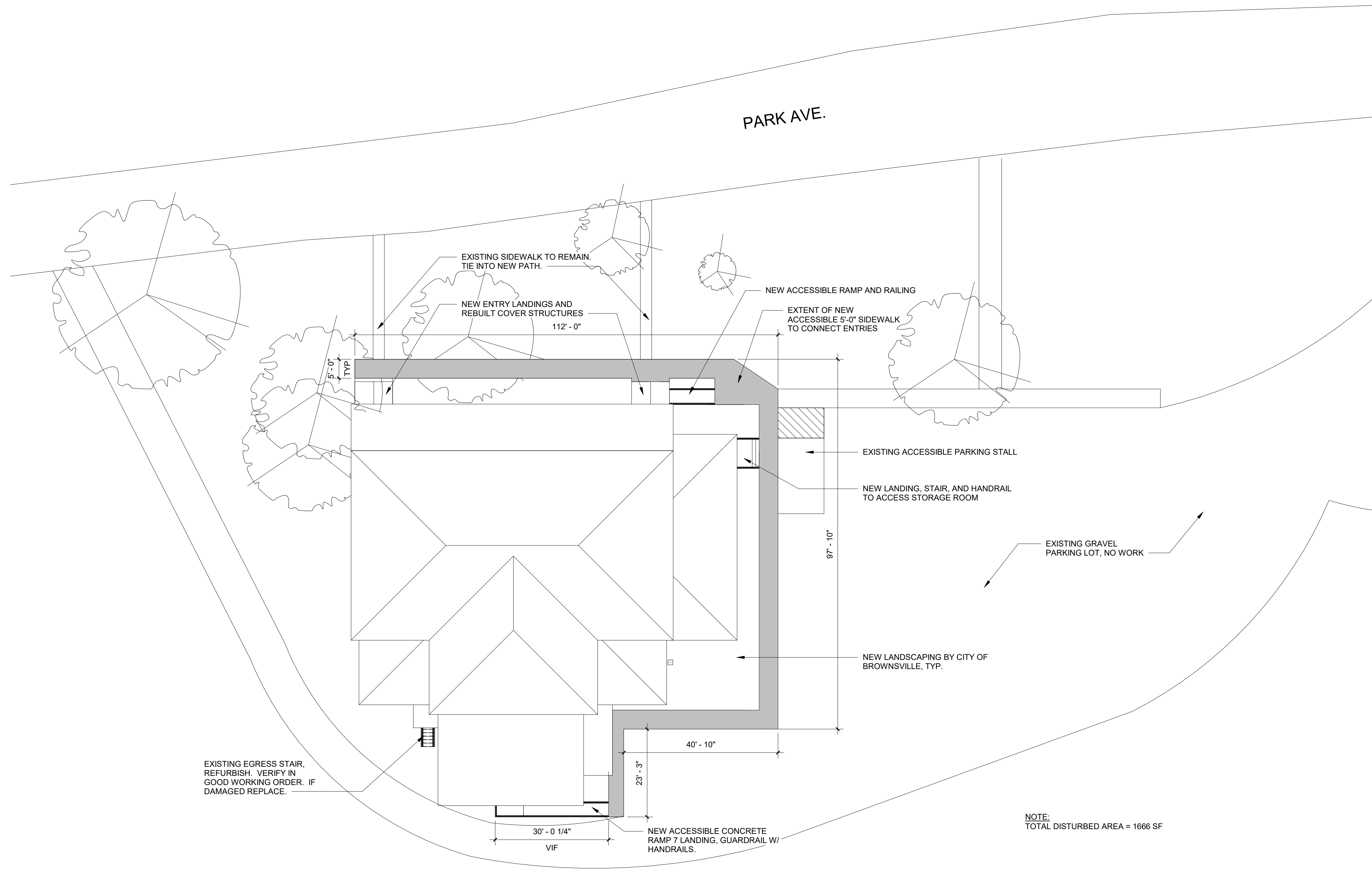


DESCRIPTION DATE

ARCHITECTURAL SITE PLAN  
A000

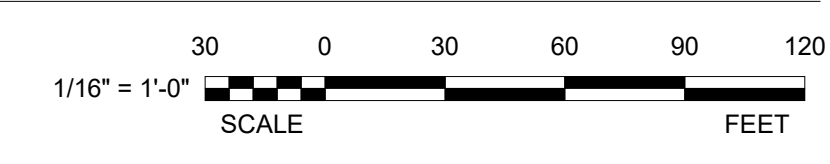
1 2 3 4 5 6 7 8 9

F  
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1 SITE PLAN - EXISTING  
SCALE | 1/16" = 1'-0"

FOR REFERENCE ONLY



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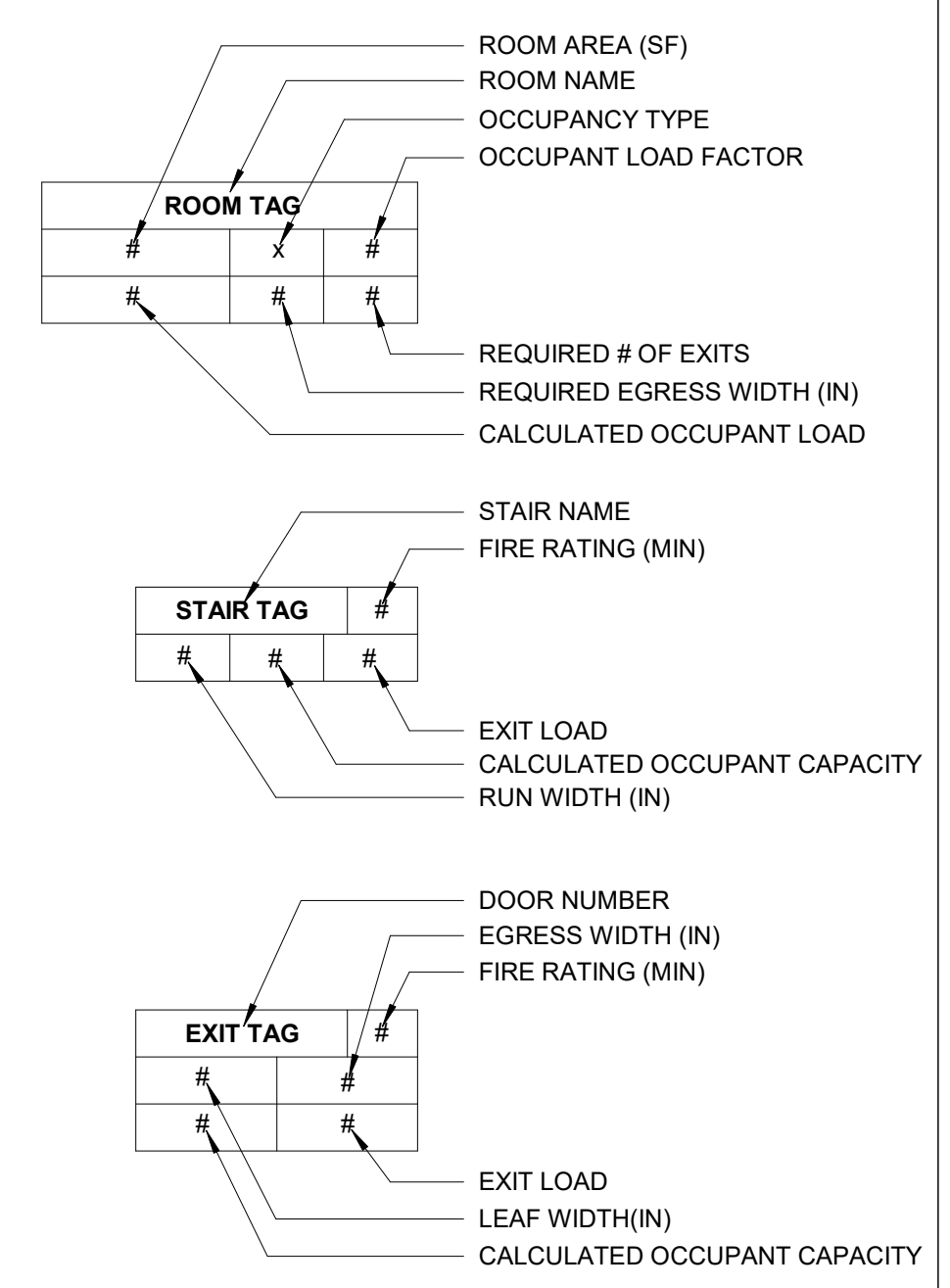
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LIFE SAFETY PLAN  
**A005**

**LIFE SAFETY LEGEND**



**FIRE EXTINGUISHER NOTES**

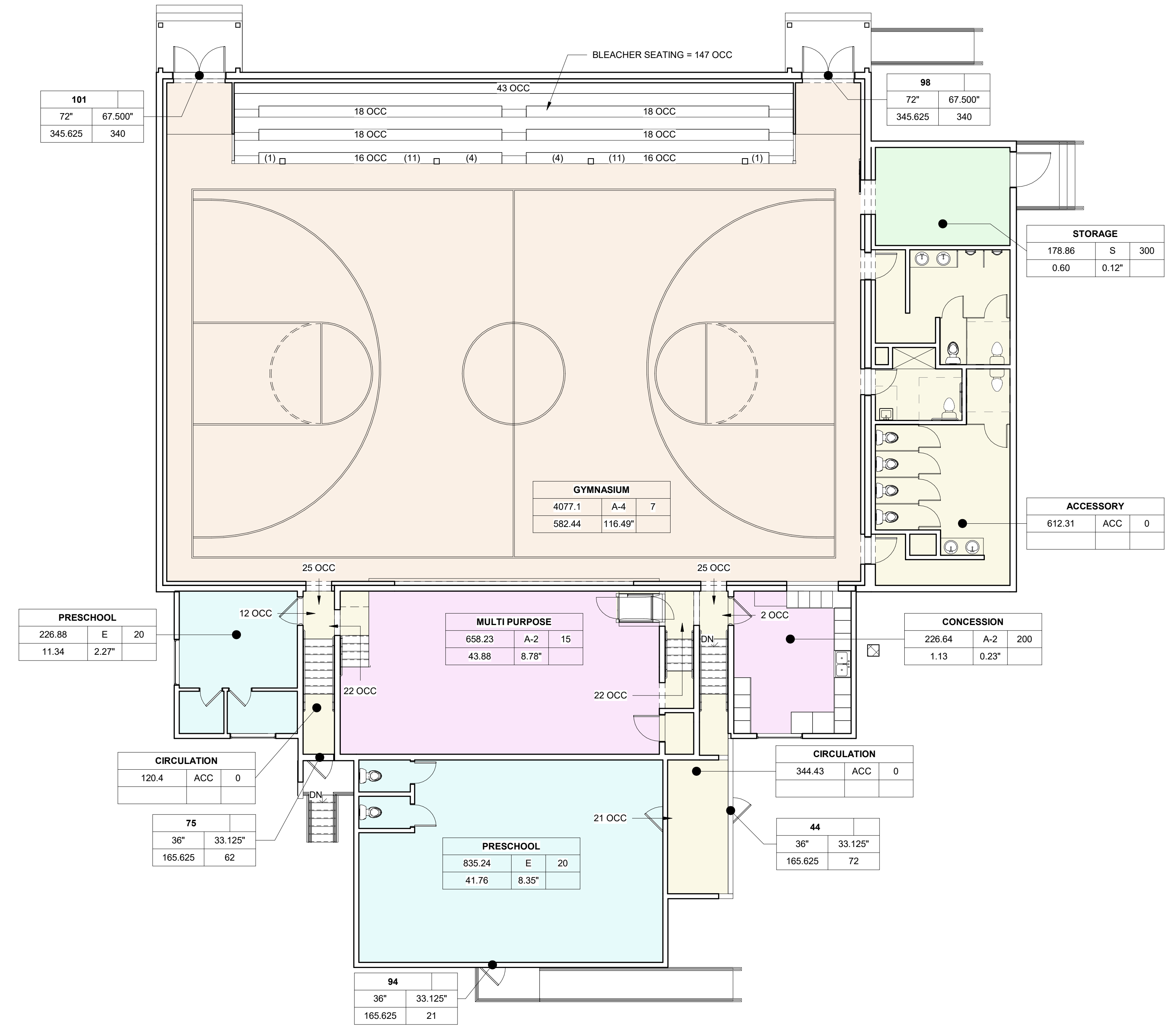
- LOCATE FIRE EXTINGUISHERS (SOIC) AS DIRECTED BY FIRE MARSHALL
- FIRE MARSHALL SHALL DETERMINE SIZE AND TYPE OF EXTINGUISHERS
- IN GENERAL, PROVIDE:
  - ONE 2A: 10 BC FIRE EXTINGUISHER PER 3,000 SF AREA WITHIN 75 FOOT MAXIMUM TRAVEL DISTANCE
  - CLASS K FIRE EXTINGUISHER WITHIN 30 FEET OF COMMERCIAL FOOD HEAT PROCESSING EQUIPMENT
  - COMPLY WITH NFPA 10
  - PORTABLE FIRE EXTINGUISHERS DURING CONSTRUCTION WHERE REQUIRED BY 2019 OFC SECTION 3315.1

**EXIT ACCESS**

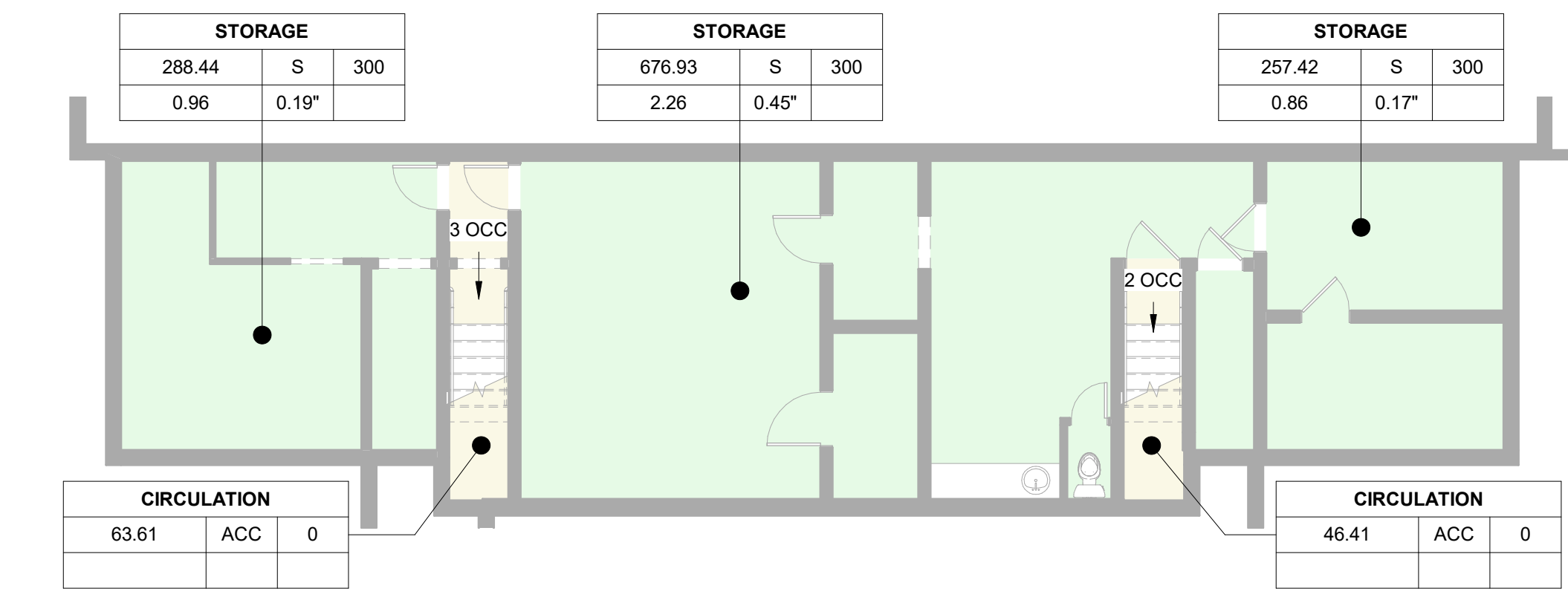
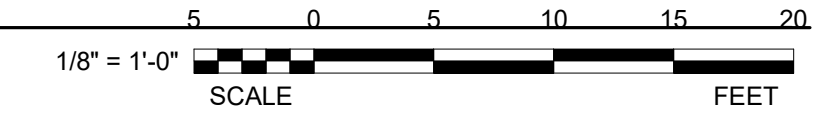
FULLY SPRINKLERED TYPE A-4 OCCUPANCY IN ACCORDANCE WITH SECTION 903.3.1.1 ALLOW COMMON PATH TRAVEL DISTANCE OF 75'-0" TO EXIT ACCESS. MAXIMUM TRAVEL DISTANCE FOR TENANT SPACE TO EXIT DISCHARGE IS 250'-0".

**EGRESS GENERAL NOTES**

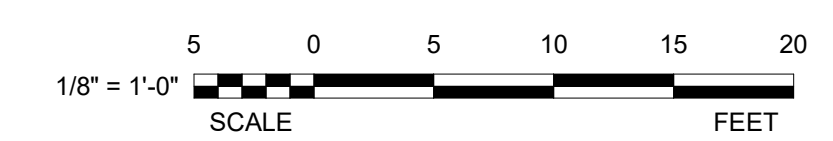
- A MINIMUM OF 1.0 FOOT-CANDLES SHALL BE MAINTAINED OVER THE ENTIRE EGRESS PATH. THE BUREAU INSPECTOR WILL METER THE LIGHT LEVELS PROVIDED BY THE INSTALLED SYSTEM. THE CONTRACTOR IS RESPONSIBLE FOR THE DESIGN INSTALLATION, REQUESTING INSPECTIONS, AND MAKING CORRECTIONS AS REQUIRED.
- ALL EMERGENCY LIGHTING, FIRE DETECTORS, COMMUNICATION DEVICES AND ALL OTHER REQUIREMENTS TO CONFORM TO THE OREGON STATE BUILDING CODE AND LIFE SAFETY CODES.
- GENERAL CONTRACTOR SHALL COORDINATE WITH THE BUILDING OWNER WHEN CONNECTING TO EXISTING SPRINKLER AND ALARM SYSTEMS.
- SEE A900 DOOR SCHEDULE FOR RATING OF INDIVIDUAL DOORS
- REQUIRED MEANS OF EGRESS SHALL BE MAINTAINED DURING CONSTRUCTION AND DEMOLITION PER 2019 OFC SECTION 3311.
- ACCESS CONTROL SYSTEM SHALL:
  - NOT REQUIRE KEYS, TOOLS, OR SPECIAL KNOWLEDGE TO OPERATE DOORS OR LOCKS WHEN TRAVELING IN THE DIRECTION OF EGRESS.
  - ALLOW NORMAL AND EMERGENCY EGRESS THROUGH DOORS AT ALL TIMES.
  - ALLOW DOORS REQUIRED TO HAVE FIRE RATINGS TO LATCH AT ALL TIMES.



**1 FLS PLAN - GYM & PRESCHOOL**  
SCALE | 1/8" = 1'-0"



**2 FLS PLAN - BASEMENT**  
SCALE | 1/8" = 1'-0"



**CODE COMPLIANCE REVIEW BASED ON 2019 OREGON STRUCTURAL SPECIALTY CODE**

BUILDING OVERVIEW:  
TYPE OF CONSTRUCTION, TYPE V-B,  
TYPE V-B THAT IS EXISTING NON-SPRINKLERED

**CHAPTER 3 USE AND OCCUPANCY.**

MAIN OCCUPANCY: 'A' - ASSEMBLY.  
AREAS PER /OCCUPANCY:  
9,449 SF WITH A-4, A-2, E, AND S OCCUPANCIES.  
A-4 = 4077 SF, 729 OCC  
A-2 = 885 SF, 46 OCC  
E = 1062 SF, 54 OCC  
S1 = 1402 SF, 6 OCC

TOTAL OCCUPANTS: 835

**CHAPTER 9 FIRE PROTECTION SYSTEMS.**

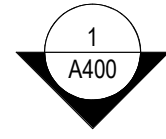
BUILDING WILL NEED TO BE FULLY AUTOMATIC SPRINKLERED IN COMPLIANCE WITH CHAPTER 9 AND NFPA 13 IN THIS SCOPE OF WORK.  
**903.2.1.4** AN AUTOMATIC SPRINKLER SYSTEM SHALL BE PROVIDED IN A GROUP A-4 OCCUPANCY WITH AN OCCUPANT LOAD OF 300 OR MORE

**PLUMBING FACILITIES**

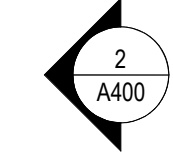
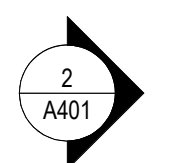
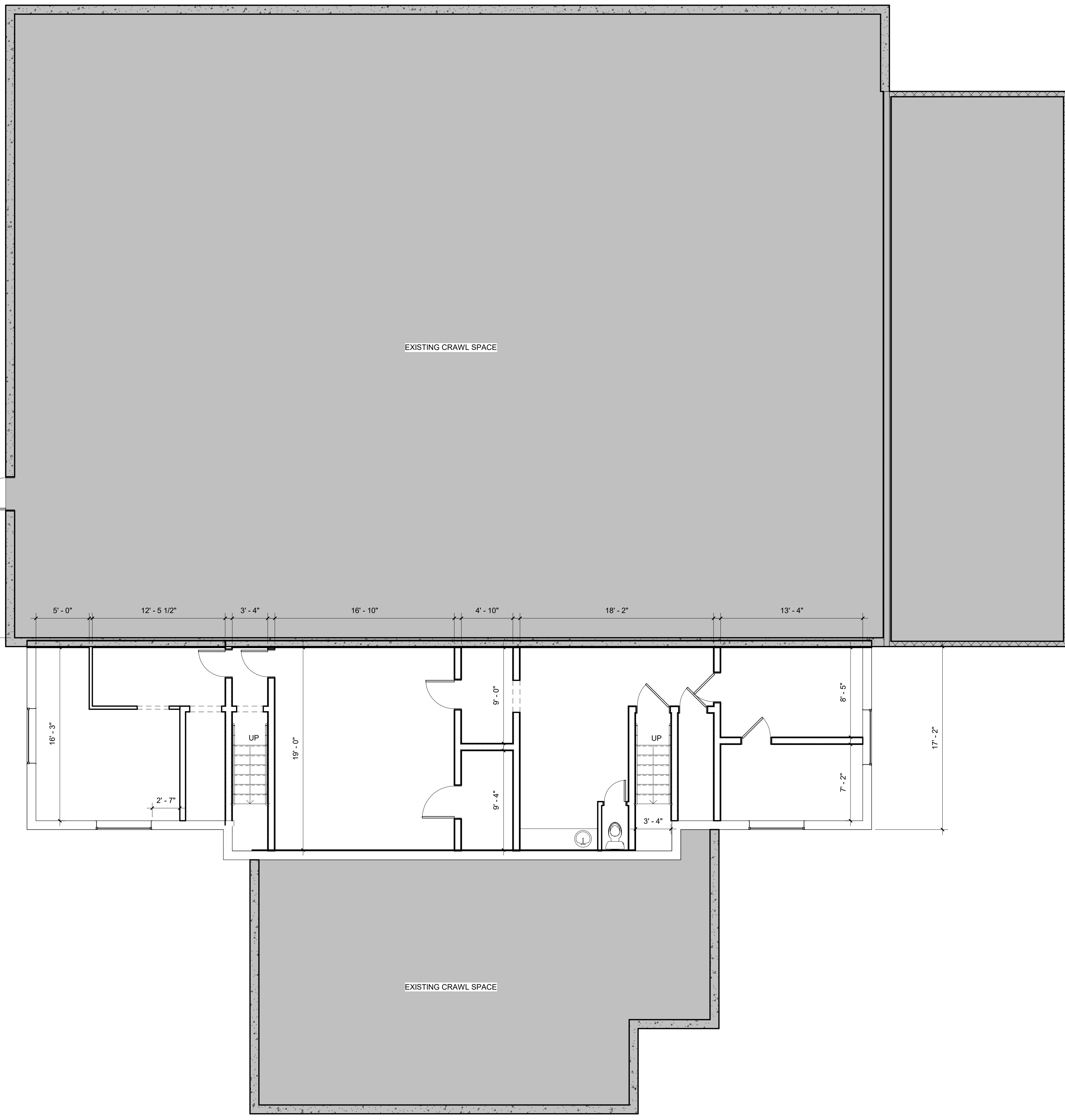
OCCUPANCY	OCCUPANTS	WATER CLOSET	LAVATORIES	DRINKING FOUNTAINS	SERVICE SINK	SHOWER
E EDUCATION:	54 =	TOTAL: 1 PER 50 CHILD = 1.08	MALE & FEMALE: 1 PER 40 1ST 80 - 1 PER 60 AFTER MALE = 0.675 FEMALE = 0.675	NA	1	NA
A-4 ASSEMBLY:	729.44 = 365 MALE 365 FEMALE	MALE: 1 PER 125 = 2.92 FEMALE: 1 PER 65 = 5.61	MALE: 1 PER 200 = 1.825 FEMALE: 1 PER 200 = 1.825	1 PER FLOOR	0	NA
A-2 ASSEMBLY:	45.01 = 23 MALE 23 FEMALE	MALE: 1 PER 125 = 0.184 FEMALE: 1 PER 65 = 0.35	MALE: 1 PER 200 = 0.11 FEMALE: 1 PER 200 = 0.11	1 PER FLOOR	0	NA
STORAGE:	4.68 = 3 MALE 3 FEMALE	MALE & FEMALE: 1 PER 100 MALE: = 0.06 FEMALE: = 0.06	MALE & FEMALE: 1 PER 100 MALE: = 0.06 FEMALE: = 0.06	NA	0	NA
TOTAL REQUIRED		MALE =3.164 = 4 FEMALE =5.96 = 6	MALE =1.995 = 2 FEMALE =1.995 = 2	1	1	0
TOTAL PROVIDED		MALE: 2 WC 2 U FEMALE: 5 WC UNISEX: 1 WC	MALE: 2 FEMALE: 2 UNISEX: 1	1	1	0

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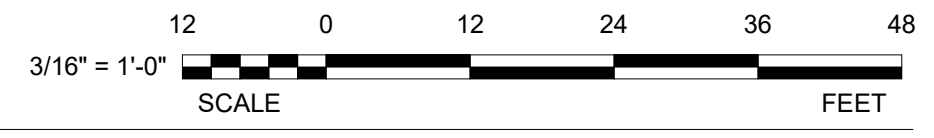




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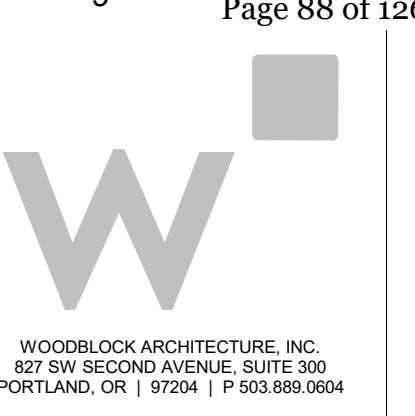


**1** EXISTING FLOOR PLAN - BASEMENT LEVEL  
SCALE | 3/16" = 1'-0"



### FLOOR PLAN GENERAL NOTES

1. ALL CONSTRUCTION IS INTENDED TO BE IN CONFORMANCE W/ FEDERAL & STATE LAWS, CURRENT LOCAL ORDINANCES & BUILDING CODES, & THE AMERICANS WITH DISABILITIES ACT OF 2010. REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
2. AUTOMATIC FIRE SPRINKLER SYSTEMS MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT. IF FIRE ALARM SYSTEM IS REQUIRED IT MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT.
3. CONTRACTOR TO FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING CONSTRUCTION.
4. CONTRACTOR TO VERIFY REQUIREMENTS OF ALL OWNER FURNISHED ITEMS WITH OWNER BEFORE PROCEEDING WITH WORK
5. CONTRACTOR TO FIELD VERIFY DIMENSIONS OF PLUMBING FIXTURES VS PARTITION TYPES (WALL THICKNESSES VARY WITH SHEARWALLS) BEFORE COMMENCING FRAMING.
6. CONTRACTOR TO VERIFY ALL DIMENSIONS W/ MANUFACTURER ON SUPPLIED FIXTURES AND EQUIPMENT PRIOR TO CONSTRUCTION.
7. REFER TO ENLARGED PLANS FOR ADDITIONAL INFO INCLUDING DIMENSIONS. ENLARGED PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. NOTIFY ARCHITECT OF ANY CONFLICT BEFORE PROCEEDING.
8. REFER TO STRUCTURAL DRAWINGS FOR SIZE AND SPACING OF STUDS. NOTIFY ARCHITECT OF ANY DISCREPANCY PRIOR TO COMMENCING WORK.
9. DIMENSIONS ARE FACE OF STRUCTURE TO FACE OF STRUCTURE, UNLESS NOTED OTHERWISE (UNO). REFER TO BOTH ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING OR FOUNDATION. DIMENSIONS FROM EXISTING UNTOUCHED WALLS ARE TAKEN FROM FACE OF FINISH.
10. CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL BLOCKING REQUIRED FOR ANY WALL HUNG EQUIPMENT, TOILET ACCESSORIES, SHELVING, SHOWER SEAT, EXTERIOR LIGHT FIXTURES, ETC.
11. NEW WINDOWS WITHIN 24" OF DOOR TO HAVE SAFETY GLAZING. ALL GLAZING IN HAZARDOUS LOCATIONS SHALL BE TEMPERED FOR IMPACT RESISTANCE. ALL GLASS WITHIN 18" FROM FLOOR, WITHIN 24" ARC FROM DOOR EDGE, AND IF BOTTOM EDGE OF GLAZING IS LESS THAN 60" ABOVE THE WALKING SURFACE, SUCH GLASS SHALL BE TEMPERED.
12. CONTRACTOR TO PROVIDE CAULKING AT THE FOLLOWING AREAS:
  - A. AT CABINET ENDS, WHERE THEY MEET GYP BD WALLS
  - B. AT HOLLOW METAL DOOR FRAMES, BOTH SIDES.
  - C. ALL WOOD DOOR FRAMES, BOTH SIDES
  - D. ALL WALL TILE AND WALL COVERING IN TYPICAL ROOMS
13. SEE FIRE & LIFE SAFETY SHEETS FOR LOCATIONS OF FIRE EXTINGUISHER CABINETS.
14. DOOR FRAMES ARE TO BE INSTALLED 3" FROM ADJ WALL, UNO.
15. GC TO PROVIDE FIREBLOCKING IN ACCORDANCE WITH OSSC 718.2 WHERE NECESSARY.
16. WINDOW AND DOOR FRAMES ARE TO BE SHIMMED PLUMB AND LEVEL. GAPS IN ROUGH OPENINGS ARE TO BE FILLED WITH SPRAY FOAM.
17. PROVIDE LEVEL 4 FINISH AT ALL NEW WALL AND PAINT THROUGHOUT, COORDINATE COLOR WITH OWNER.
18. PROVIDE OCCUPANCY SENSORS IN ALL NEW SPACES IN ACCORDANCE WITH OEESC 505.
19. ALL WALLS WITH PLUMBING/VENTING LINES WITHIN TO BE MINIMUM 2x6 CONSTRUCTION.
20. MAINTAIN THE PREMISES CLEAN AND FREE OF TRASH, DEBRIS AND PROTECT ADJACENT WORK FROM DAMAGE, SOILING, PAINT OVERSPRAY, ETC. FIXTURES, EQUIPMENT, GLAZING, FLOORS, ETC. SHALL BE LEFT CLEAN AND READY FOR OCCUPANCY UPON COMPLETION OF PROJECT.



NOT FOR CONSTRUCTION

**BROWNSVILLE REC CENTER**  
234 PARK AVE  
BROWNSVILLE, OR 97327

JONATHAN H. DUNN,  
ARCHITECT  
SD  
03.28.22  
Project #21-157

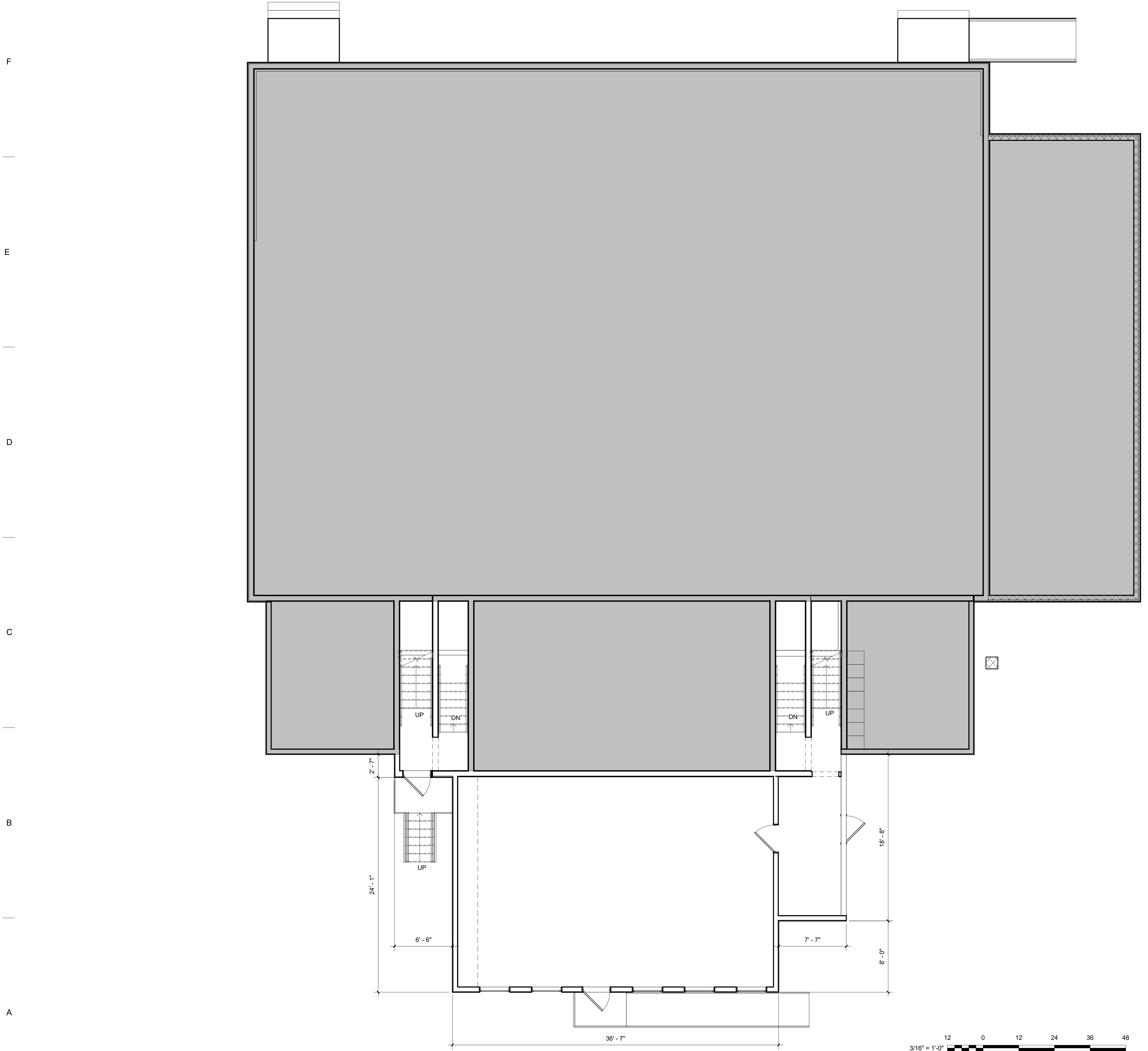
DESCRIPTION	DATE

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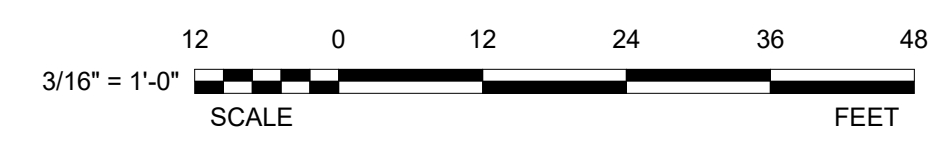
- FIRE EXTINGUISHER
- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED
- NEW DOOR
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE DEMOLISHED
- NOT IN SCOPE

**EXISTING FLOOR PLAN  
BASEMENT  
A006**

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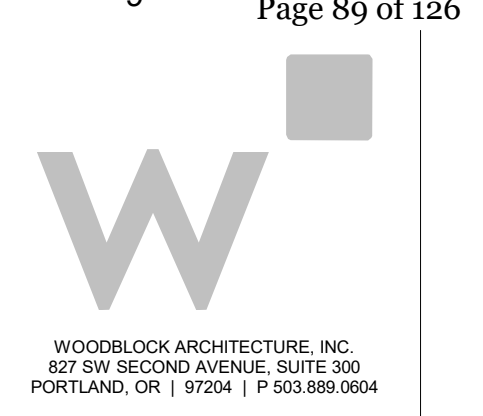


**1** EXISTING FLOOR PLAN - PRESCHOOL LEVEL  
SCALE | 3/16" = 1'-0"



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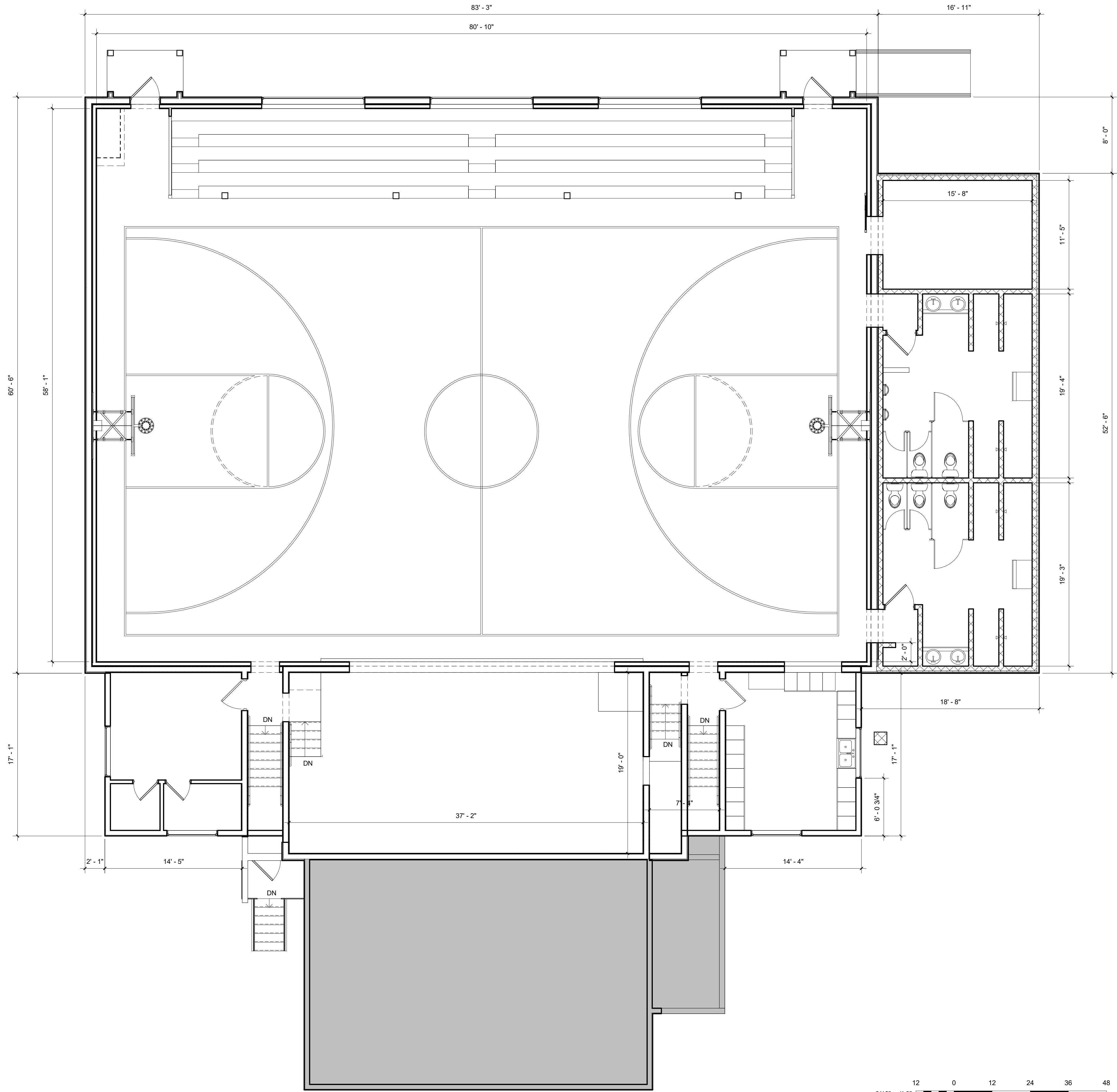
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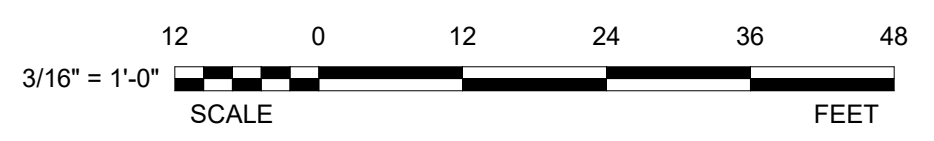
### PLAN LEGEND

- FIRE EXTINGUISHER
- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED
- NEW DOOR
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE DEMOLISHED
- NOT IN SCOPE

EXISTING FLOOR PLAN  
PRESCHOOL  
**A007**



**1** EXISTING FLOOR PLAN - GYM LEVEL  
SCALE | 3/16" = 1'-0"



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- REFER TO ENLARGED PLANS FOR ADDITIONAL INFO INCLUDING DIMENSIONS. ENLARGED PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. NOTIFY ARCHITECT OF ANY CONFLICT BEFORE PROCEEDING.
- REFER TO STRUCTURAL DRAWINGS FOR SIZE AND SPACING OF STUDS. NOTIFY ARCHITECT OF ANY DISCREPANCY PRIOR TO COMMENCING WORK.
- DIMENSIONS ARE FACE OF STRUCTURE TO FACE OF STRUCTURE, UNLESS NOTED OTHERWISE (UNO). REFER TO BOTH ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING OR FOUNDATION. DIMENSIONS FROM EXISTING UNTOUCHED WALLS ARE TAKEN FROM FACE OF FINISH.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL BLOCKING REQUIRED FOR ANY WALL HUNG EQUIPMENT, TOILET ACCESSORIES, SHELVING, SHOWER SEAT, EXTERIOR LIGHT FIXTURES, ETC.
- NEW WINDOWS WITHIN 24" OF DOOR TO HAVE SAFETY GLAZING. ALL GLAZING IN HAZARDOUS LOCATIONS SHALL BE TEMPERED FOR IMPACT RESISTANCE. ALL GLASS WITHIN 18" FROM FLOOR, WITHIN 24" ARC FROM DOOR EDGE, AND IF BOTTOM EDGE OF GLAZING IS LESS THAN 60" ABOVE THE WALKING SURFACE, SUCH GLASS SHALL BE TEMPERED.
- CONTRACTOR TO PROVIDE CAULKING AT THE FOLLOWING AREAS:
  - AT CABINET ENDS, WHERE THEY MEET GYP BD WALLS
  - AT HOLLOW METAL DOOR FRAMES, BOTH SIDES.
  - ALL WOOD DOOR FRAMES, BOTH SIDES
  - ALL WALL TILE AND WALL COVERING IN TYPICAL ROOMS
- SEE FIRE & LIFE SAFETY SHEETS FOR LOCATIONS OF FIRE EXTINGUISHER CABINETS.
- DOOR FRAMES ARE TO BE INSTALLED 3" FROM ADJ WALL. UNO.
- GO TO PROVIDE FIREBLOCKING IN ACCORDANCE WITH OSSC 718.2 WHERE NECESSARY.
- WINDOW AND DOOR FRAMES ARE TO BE SHIMMED PLUMB AND LEVEL. GAPS IN ROUGH OPENINGS ARE TO BE FILLED WITH SPRAY FOAM.
- PROVIDE LEVEL 4 FINISH AT ALL NEW WALL AND PAINT THROUGHOUT, COORDINATE COLOR WITH OWNER.
- PROVIDE OCCUPANCY SENSORS IN ALL NEW SPACES IN ACCORDANCE WITH OEESC 505.
- ALL WALLS WITH PLUMBING/VENTING LINES WITHIN TO BE MINIMUM 2x6 CONSTRUCTION.
- MAINTAIN THE PREMISES CLEAN AND FREE OF TRASH, DEBRIS AND PROTECT ADJACENT WORK FROM DAMAGE, SOILING, PAINT OVERSPRAY, ETC.
- FIXTURES, EQUIPMENT, GLAZING, FLOORS, ETC. SHALL BE LEFT CLEAN AND READY FOR OCCUPANCY UPON COMPLETION OF PROJECT.

### PLAN LEGEND

- FIRE EXTINGUISHER
- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED
- NEW DOOR
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE DEMOLISHED
- NOT IN SCOPE

JONATHAN H. DUNN,  
ARCHITECT  
SD  
03.28.22  
Project #21-157



DESCRIPTION      DATE

EXISTING FLOOR PLAN  
GYM  
**A008**

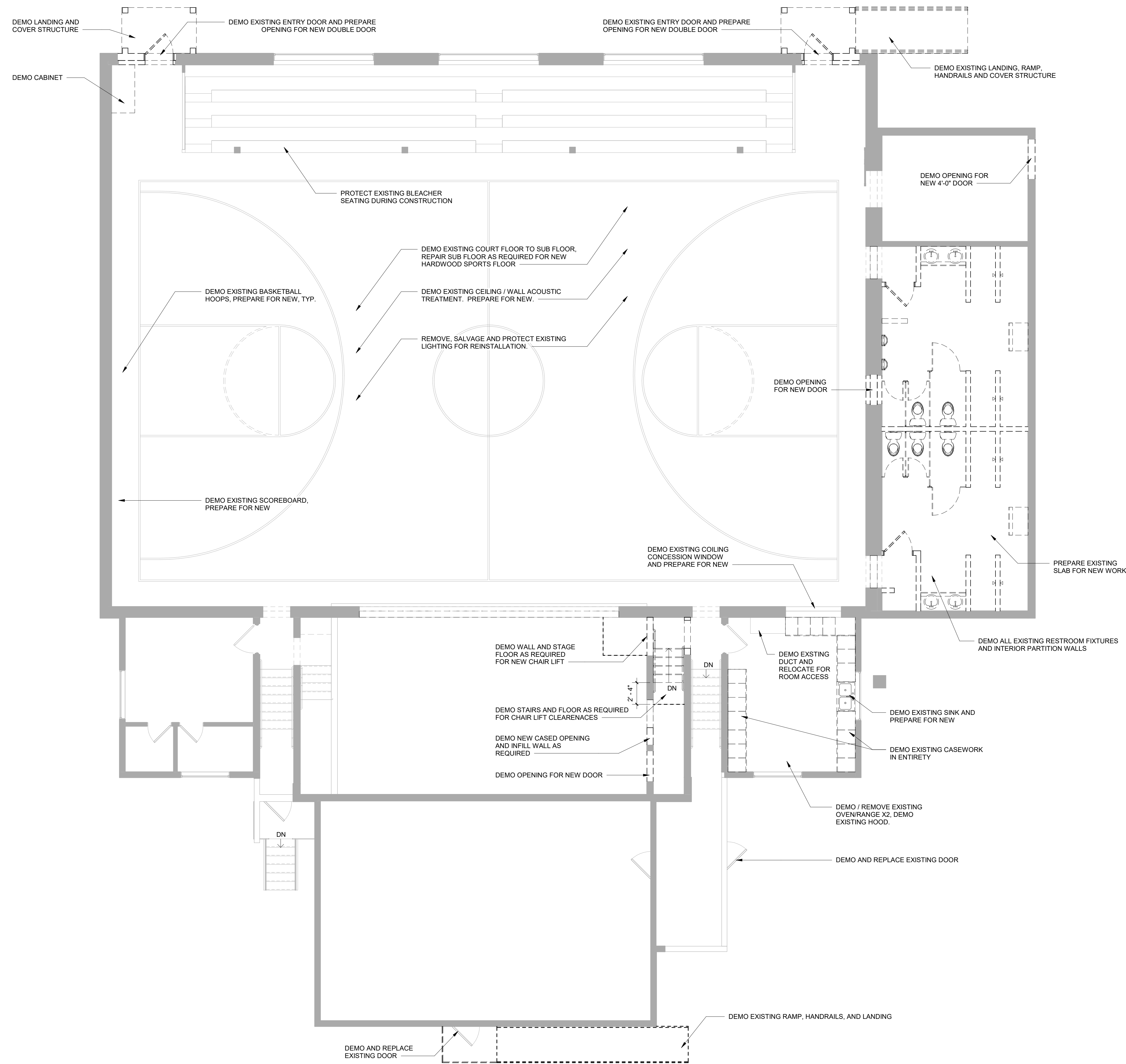
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827 SW SECOND AVENUE, SUITE 300  
PORTLAND, OR | 97204 | P: 503.889.0064

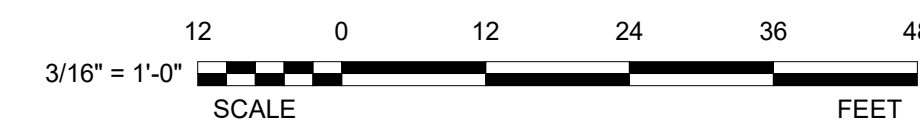


### GENERAL DEMOLITION NOTES

1. PROTECT ALL EXISTING FINISHES AND ELEMENTS FROM DAMAGE AND DUST DURING CONSTRUCTION. ANY DAMAGE IS TO BE REPAIRED AND RESTORED TO EXISTING CONDITION TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
2. GC TO VERIFY EXISTING CONDITIONS AND DEMOLITION EXTENTS PRIOR TO REMOVAL OF ELEMENT. DIMENSIONS PROVIDED ARE FOR REFERENCE ONLY.
3. LOCATION OF WALL TO BE REMOVED FOR NEW DOORS FOR REFERENCE ONLY. SEE FLOOR PLAN
4. INTENT IS TO REMOVE EVERYTHING NECESSARY TO ALLOW NEW CONSTRUCTION TO BE ACCOMPLISHED. SEE DRAWINGS SHOWING PROPOSED NEW CONSTRUCTION.
5. COORDINATE LOBBY CLOSURE TIMING WITH BUILDING OWNERS. WORK SHALL NOT BLOCK EGRESS ROUTES DURING REGULAR WORKING HOURS.
6. THE DEMOLITION CONTRACTOR SHALL HAVE THE SOLE RESPONSIBILITY OF VERIFYING CONDITIONS AT THE JOB TO PROVIDE FOR A SAFE AND ORDERLY PERFORMANCE OF THE WORK.
7. WORK UNDER THIS CONTRACT SHALL BE THE FULL RESPONSIBILITY OF THE DEMOLITION CONTRACTOR; NO ACT, DIRECTION OR REVIEW OF ANY SYSTEM OR METHOD BY THE ARCHITECT OR THE ARCHITECT'S CONSULTANTS SHALL CHANGE OR EFFECT THE CONTRACTOR'S RESPONSIBILITY IN THIS MATTER.
8. STORE ITEMS TO BE RELOCATED ON SITE AND PROTECT FROM DAMAGE.
9. GC TO PROVIDE TEMPORARY PARTITIONS AT ALL PUBLIC WORK AREAS.
10. CAP ALL ABANDONED PLUMBING, GAS & ELECTRICAL LINES, ETC. IN ACCORDANCE WITH LOCAL CODES.
11. CONTRACTOR(S) TO REMOVE AND NEATLY STACK EXISTING TO REMAIN ACOUSTICAL CEILING TILES AT AREAS REQUIRING ACCESS TO THE CEILING.
12. NEW HVAC DESIGN SHALL BE BIDDER DESIGNED AND BE SUBMITTED UNDER A SEPARATE PERMIT.
13. EXISTING SPRINKLERS TO REMAIN, TO BE MODIFIED UNDER SEPARATE PERMIT.
14. JOB SITE TO BE BROOM SWEEPED AT THE END OF EACH DAY TO ENSURE A CLEAN WORKSPACE.
15. VERIFY ALL DIMENSIONS IN FIELD.

### PLAN LEGEND

- FIRE EXTINGUISHER
- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED
- NEW DOOR
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE DEMOLISHED
- NOT IN SCOPE



**1** LEVEL 2 FLOOR PLAN - EXISTING  
SCALE | 3/16" = 1'-0"



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DESCRIPTION DATE

**DEMO PLAN A100**



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ARCHITECT  
SD  
03.28.22  
Project #21-157



DESCRIPTION DATE

PROPOSED FLOOR PLAN  
A101

### FLOOR PLAN GENERAL NOTES

- ALL CONSTRUCTION IS INTENDED TO BE IN CONFORMANCE W/ FEDERAL & STATE LAWS, CURRENT LOCAL ORDINANCES & BUILDING CODES, & THE AMERICANS WITH DISABILITIES ACT OF 2010. REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
- AUTOMATIC FIRE SPRINKLER SYSTEM MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT.
- FIRE ALARM SYSTEM IS REQUIRED AND MUST BE REVIEWED AND APPROVED BY THE FIRE DEPT.
- CONTRACTOR TO FIELD VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCING CONSTRUCTION.
- CONTRACTOR TO VERIFY REQUIREMENTS OF ALL OWNER FURNISHED ITEMS WITH OWNER BEFORE PROCEEDING WITH WORK.
- CONTRACTOR TO FIELD VERIFY DIMENSIONS OF PLUMBING FIXTURES VS PARTITION TYPES (WALL THICKNESSES VARY WITH SHEARWALLS) BEFORE COMMENCING FRAMING.
- CONTRACTOR TO VERIFY ALL DIMENSIONS W/ MANUFACTURER ON SUPPLIED FIXTURES AND EQUIPMENT PRIOR TO CONSTRUCTION.
- REFER TO ENLARGED PLANS FOR ADDITIONAL INFO INCLUDING DIMENSIONS. ENLARGED PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. NOTIFY ARCHITECT OF ANY CONFLICT BEFORE PROCEEDING.
- REFER TO STRUCTURAL DRAWINGS FOR SIZE AND SPACING OF STUDS. PROVIDED SPACING PER STRUCTURAL DRAWINGS AND NOTIFY ARCHITECT OF ANY DISCREPANCY PRIOR TO COMMENCING WORK.
- DIMENSIONS ARE FACE OF STRUCTURE TO FACE OF STRUCTURE, UNLESS NOTED OTHERWISE (UNO). REFER TO BOTH ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING OR FOUNDATION. DIMENSIONS FROM EXISTING UNTOUCHED WALLS ARE TAKEN FROM FACE OF FINISH.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL BLOCKING REQUIRED FOR ANY WALL, HUNG EQUIPMENT, TOILET ACCESSORIES, SHELVING, SHOWER SEAT, EXTERIOR LIGHT FIXTURES, ETC.
- NEW WINDOWS WITHIN 24" OF DOOR TO HAVE SAFETY GLAZING. ALL GLAZING IN HAZARDOUS LOCATIONS SHALL BE TEMPERED FOR IMPACT RESISTANCE. ALL GLASS WITHIN 18" FROM FLOOR, WITHIN 24" ARC FROM DOOR EDGE, AND IF BOTTOM EDGE OF GLAZING IS LESS THAN 60" ABOVE THE WALKING SURFACE, SUCH GLASS SHALL BE TEMPERED.
- CONTRACTOR TO PROVIDE CAULKING AT THE FOLLOWING AREAS:
  - AT CABINET ENDS, WHERE THEY MEET GYP BD WALLS.
  - AT HOLLOW METAL DOOR FRAMES, BOTH SIDES.
  - ALL WOOD DOOR FRAMES, BOTH SIDES.
  - ALL WALL TILE AND WALL COVERING IN TYPICAL ROOMS.
- SEE FIRE & LIFE SAFETY SHEETS FOR LOCATIONS OF FIRE EXTINGUISHER CABINETS.
- DOOR FRAMES ARE TO BE INSTALLED 3" FROM ADJ WALL, UNO.
- GO TO PROVIDE FIREBLOCKING IN ACCORDANCE WITH OSSC 718.2 WHERE NECESSARY.
- WINDOW AND DOOR FRAMES ARE TO BE SHIMMED PLUMB AND LEVEL. GAPS IN ROUGH OPENINGS ARE TO BE FILLED WITH SPRAY FOAM.
- PROVIDE LEVEL 4 FINISH AT ALL NEW WALL AND PAINT THROUGHOUT, COORDINATE COLOR WITH OWNER.
- PROVIDE OCCUPANCY SENSORS IN ALL NEW SPACES IN ACCORDANCE WITH OSSC 505.
- ALL WALLS WITH PLUMBING/VENTING LINES WITHIN TO BE MINIMUM 2x6 CONSTRUCTION.
- MAINTAIN THE PREMISES CLEAN AND FREE OF TRASH, DEBRIS AND PROTECT ADJACENT WORK FROM DAMAGE, SOILING, PAINT OVERSPRAY, ETC. FIXTURES, EQUIPMENT, GLAZING, FLOORS, ETC. SHALL BE LEFT CLEAN AND READY FOR OCCUPANCY UPON COMPLETION OF PROJECT.

#### BASE SCOPE NOTES:

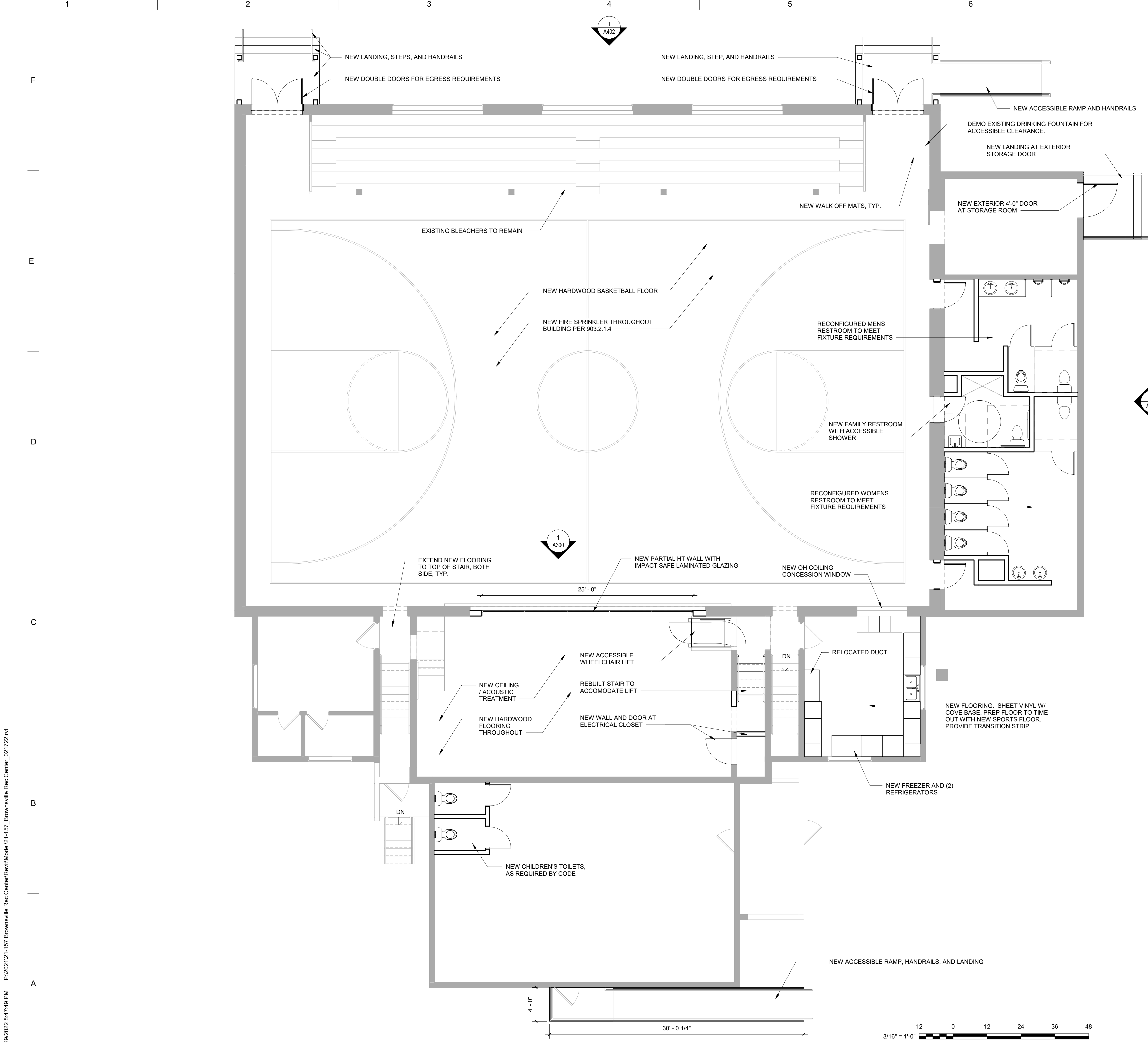
- ASSUME ALL NEW RESTROOM PARTITIONS, FIXTURES, APPURTENANCES, DURABLE FINISHES, FLOOR DRAIN, NEW MECHANICAL EXHAUST
- NEW SCOREBOARD TO BE SELECTED BY CLIENT
- NEW PAINT THROUGHOUT
- REFURBISH EXISTING BLEACHERS TO LIKE NEW, PROTECT DURING CONSTRUCTION
- NEW ACCOUSTICAL TREATMENT ON WALLS IN GYM, REPAIR EXISTING T&G CEILING
- REINSTALL EXISTING LIGHTING
- NEW TYPE 13 SPRINKLER SYSTEM THROUGHOUT
- REPLACE ALL KNOB HANDLE DOOR HARDWARE THROUGHOUT WITH LEVER ACCESSIBLE HARDWARE
- NEW LIGHTING IN CONCESSION, DAYCARE, PRESCHOOL, MULTIPURPOSE ROOMS
- REMOVE, SALVAGE, PROTECT AND RE-USE EXISTING BASKETBALL HOOPS
- ADD FIRE ALARM SYSTEM TIED TO LOCAL FD
- ALL EGRESS DOORS TO BE EQUIPPED WITH CRASH BARS

#### ADD ALTERNATE

- NEW WINDOWS AT NORTH GYM WALL, (3) 10'-10" X 6'-10" JELD WEN WOOD WINDOWS W/ 1" IGU SOLEBAN 60 LOW E COATING FACE 3 TEMPERED.
- NEW WINDOWS THROUGHOUT
- REMOVE AND REPLACE EXISTING SIDING, SHEATHING, INSULATION AND INCLUDE ALLOWANCE FOR VOLUNTARY SEISMIC UPGRADE PER STRUCTURAL DOCUMENTS. ASSUME R-19 BATT INSULATION, COMMERCIAL GRADE WRB, TAPED SEAMS, SIDING, AND NEW PAINT.
- UPGRADED / NEW LIGHTING IN GYM
- NEW BASKETBALL HOOPS

### PLAN LEGEND

- FIRE EXTINGUISHER
- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE DEMOLISHED
- NEW DOOR
- EXISTING DOOR TO REMAIN
- EXISTING DOOR TO BE DEMOLISHED
- NOT IN SCOPE



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**1** LEVEL 2 FLOOR PLAN  
SCALE | 3/16" = 1'-0"



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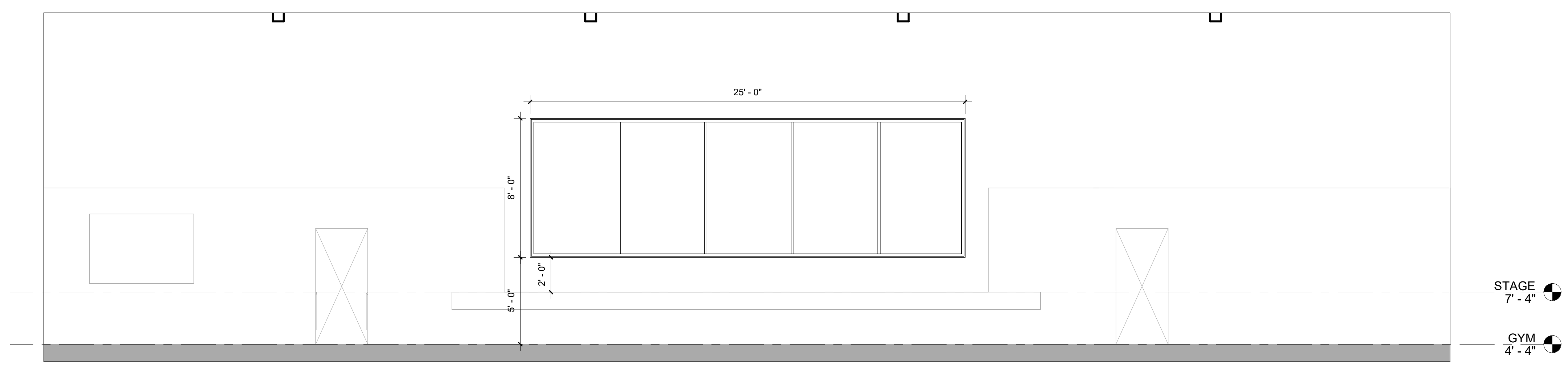
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ARCHITECT  
SD  
03.28.22  
Project #21-157

△ DESCRIPTION DATE

INTERIOR ELEVATIONS  
**A300**

F  
E  
D  
C  
B  
A



**1** STAGE WALL  
SCALE | 1/4" = 1'-0"



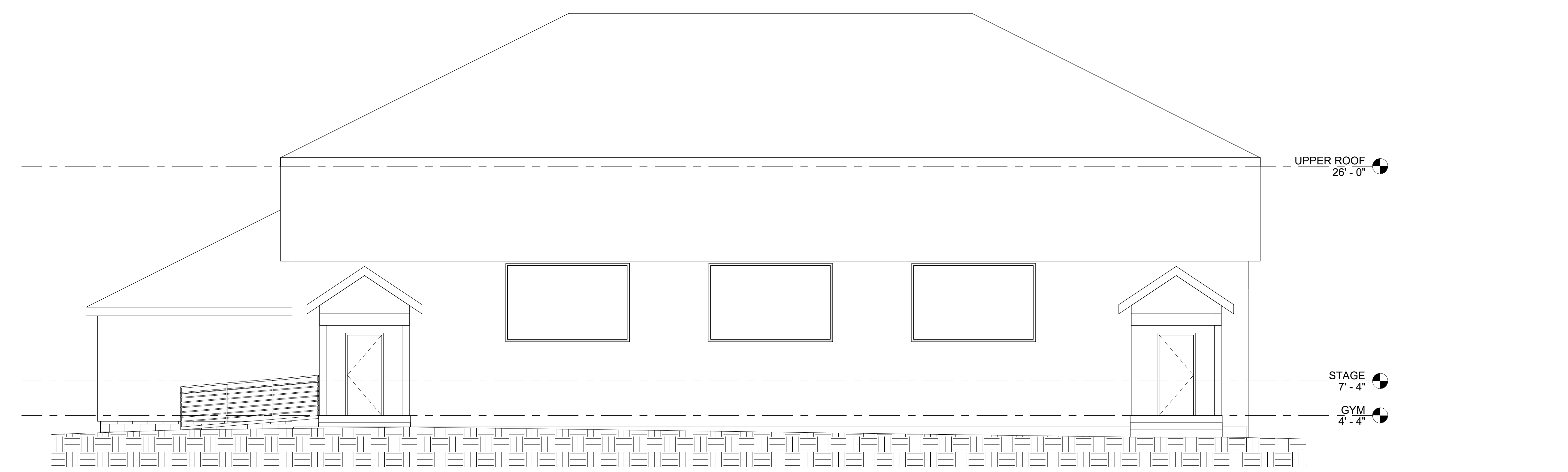
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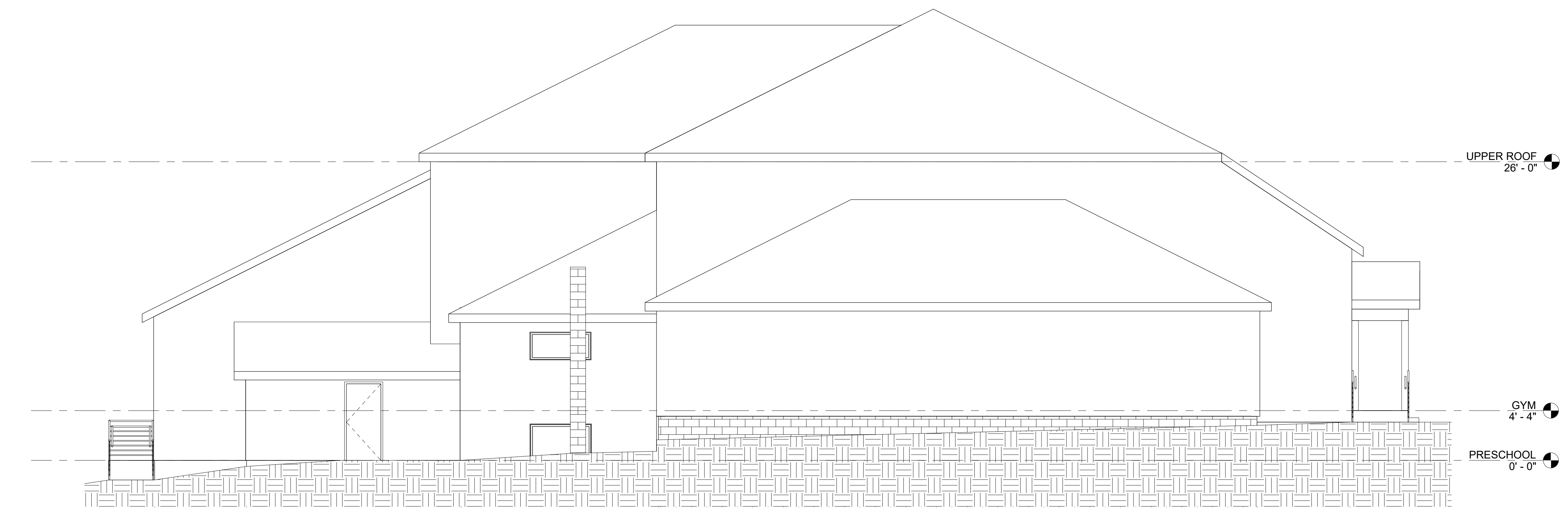
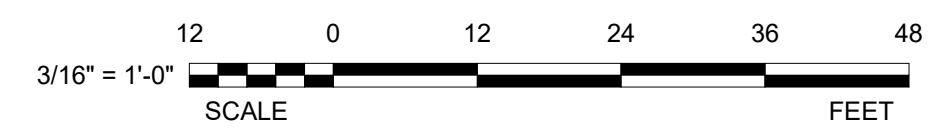
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03.28.22  
Project #21-157

△ DESCRIPTION      DATE

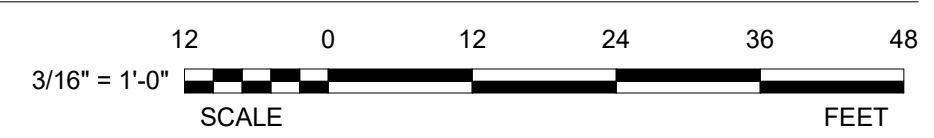
EXISTING EXTERIOR ELEVATIONS  
**A400**



**1** NORTH  
SCALE | 3/16" = 1'-0"



**2** EAST  
SCALE | 3/16" = 1'-0"



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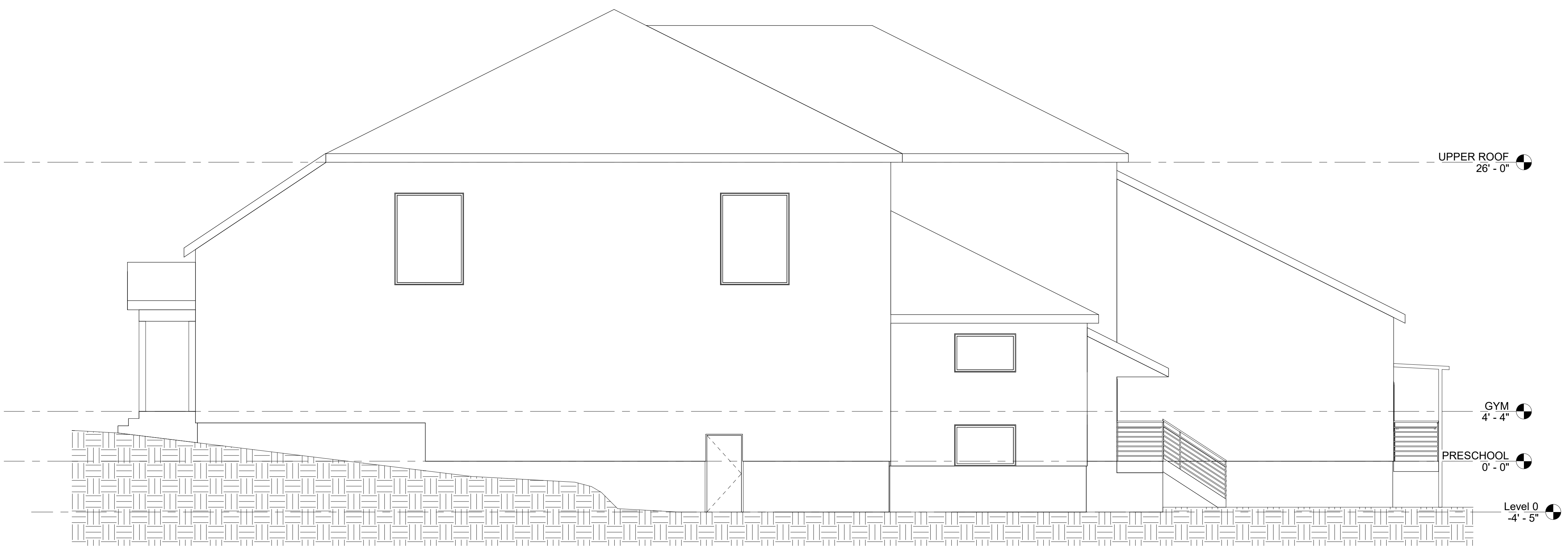
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SD  
03.28.22  
Project #21-157

△ DESCRIPTION      DATE

EXISTING EXTERIOR  
ELEVATIONS  
**A401**



**1** SOUTH  
SCALE | 3/16" = 1'-0"



**2** WEST  
SCALE | 3/16" = 1'-0"

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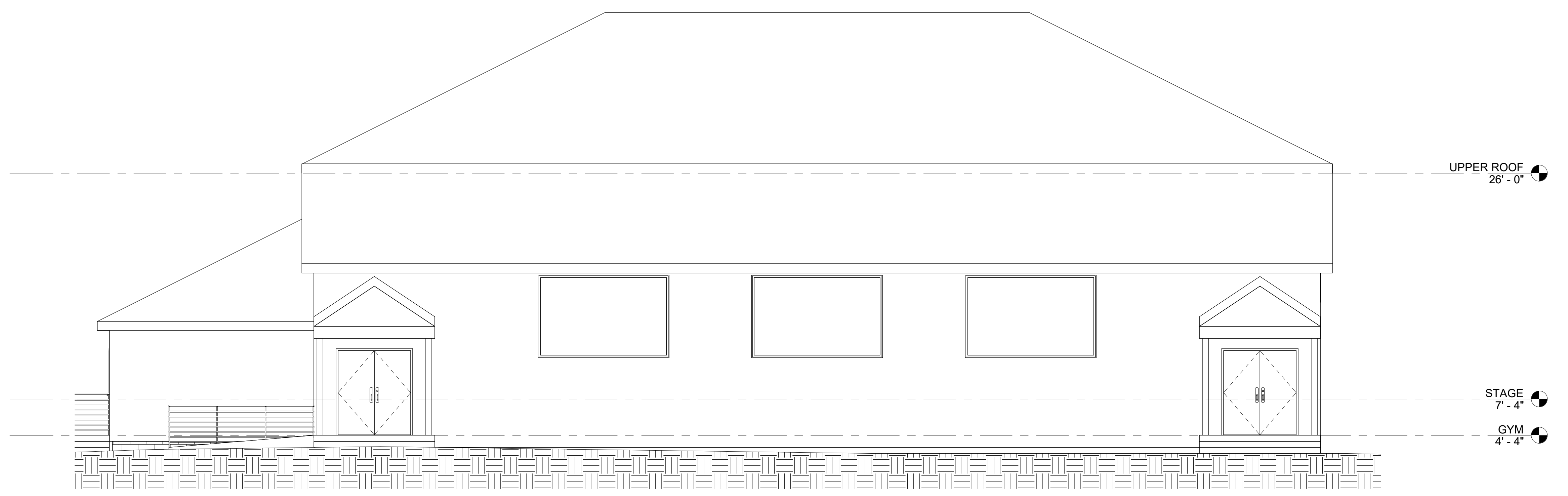
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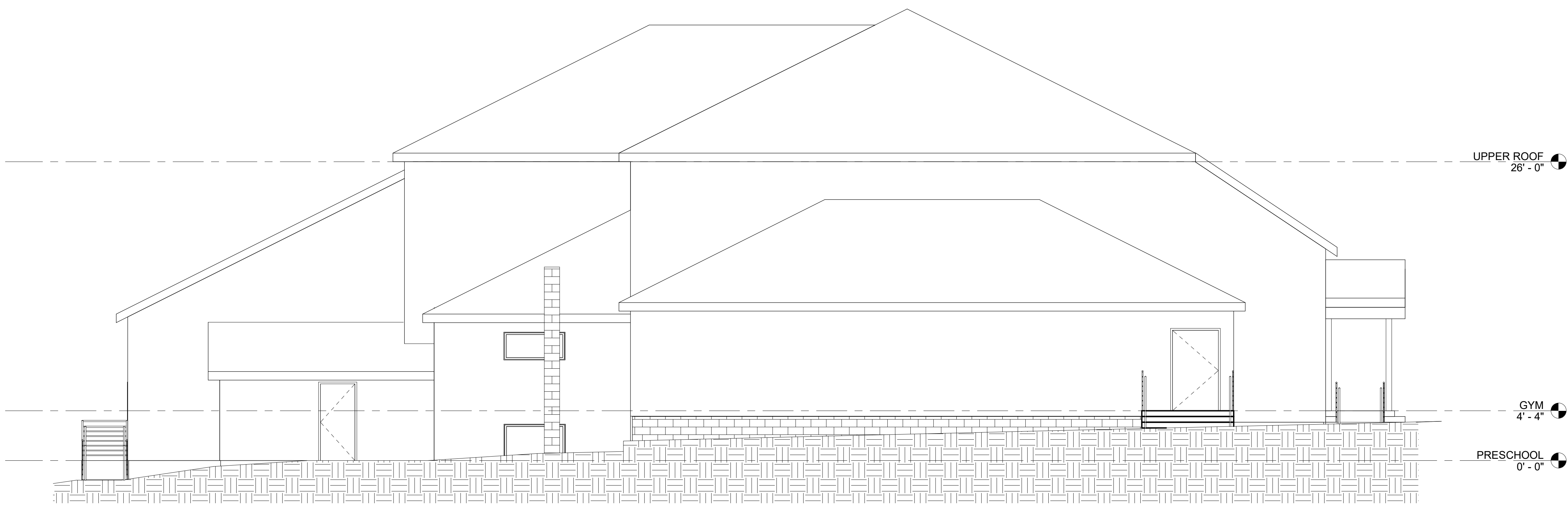
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Project #21-157

DESCRIPTION	DATE

PROPOSED ELEVATIONS  
**A402**



**1** PROPOSED NORTH ELEVATION  
SCALE | 3/16" = 1'-0"



**2** PROPOSED EAST ELEVATION  
SCALE | 3/16" = 1'-0"

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PROJECT NAME

**BROWNSVILLE  
REC CENTER**

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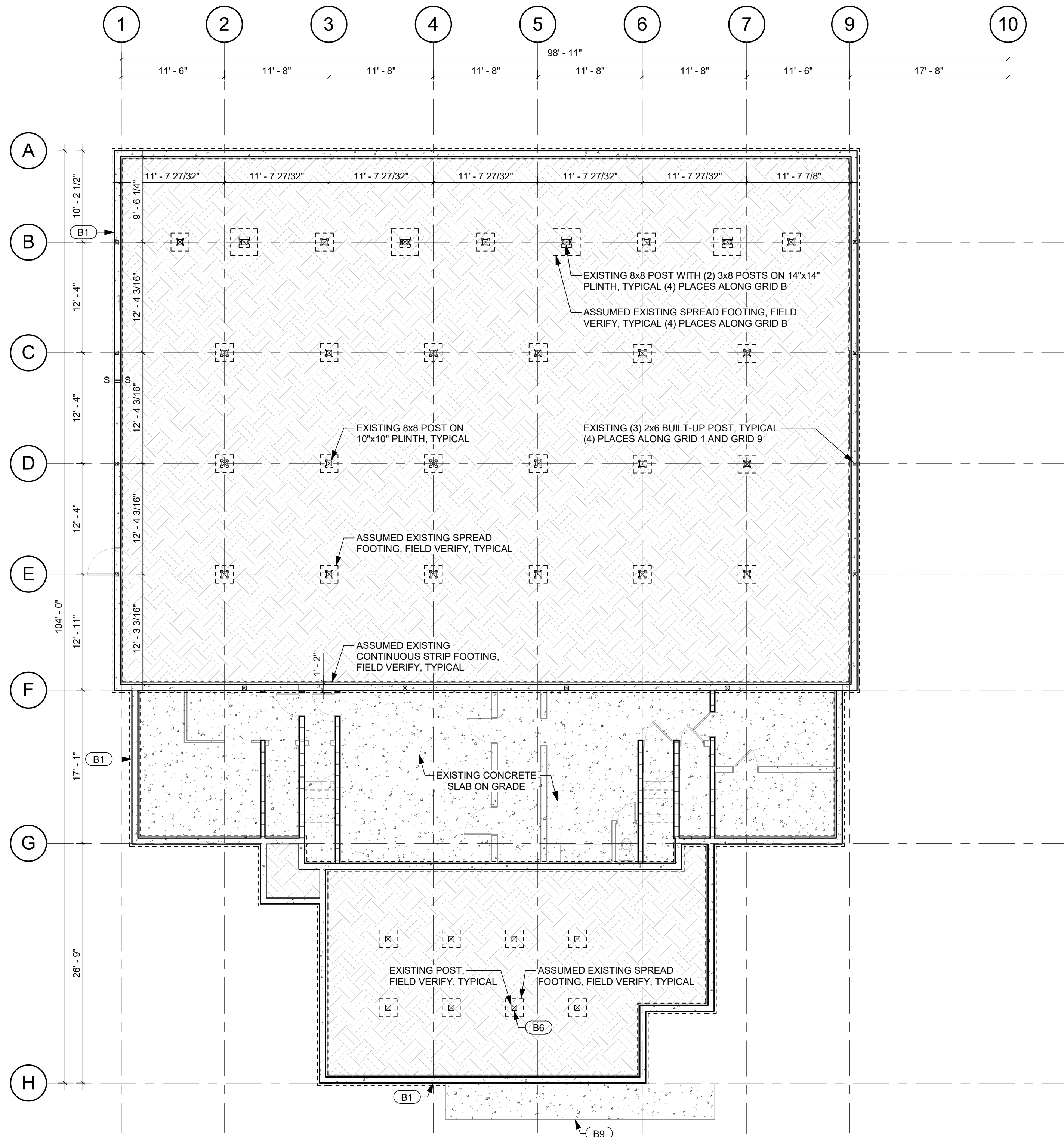
REVISIONS

DATE	DESCRIPTION

DATE MARCH 29, 2022	
SCALE AS NOTED	PROJ. NO. 20210808
DRAWN ERO	CHECKED KMK

**STRUCTURAL  
PLANS**

**S1.0**



**A**  
**S1.0**  
GROUND FLOOR FOUNDATION PLAN  
1/8" = 1'-0"

**FOUNDATION LEGEND:**

- (E) 8" CONCRETE WALL
- (E) 6" CMU WALL
- (E) 2x6 STUDS AT 16" O.C.
- (E) CONCRETE FOOTING
- (E) CONCRETE FOOTING STEP
- (E) COLUMN PER PLAN

**BASE SCOPE KEYNOTE LEGEND:**

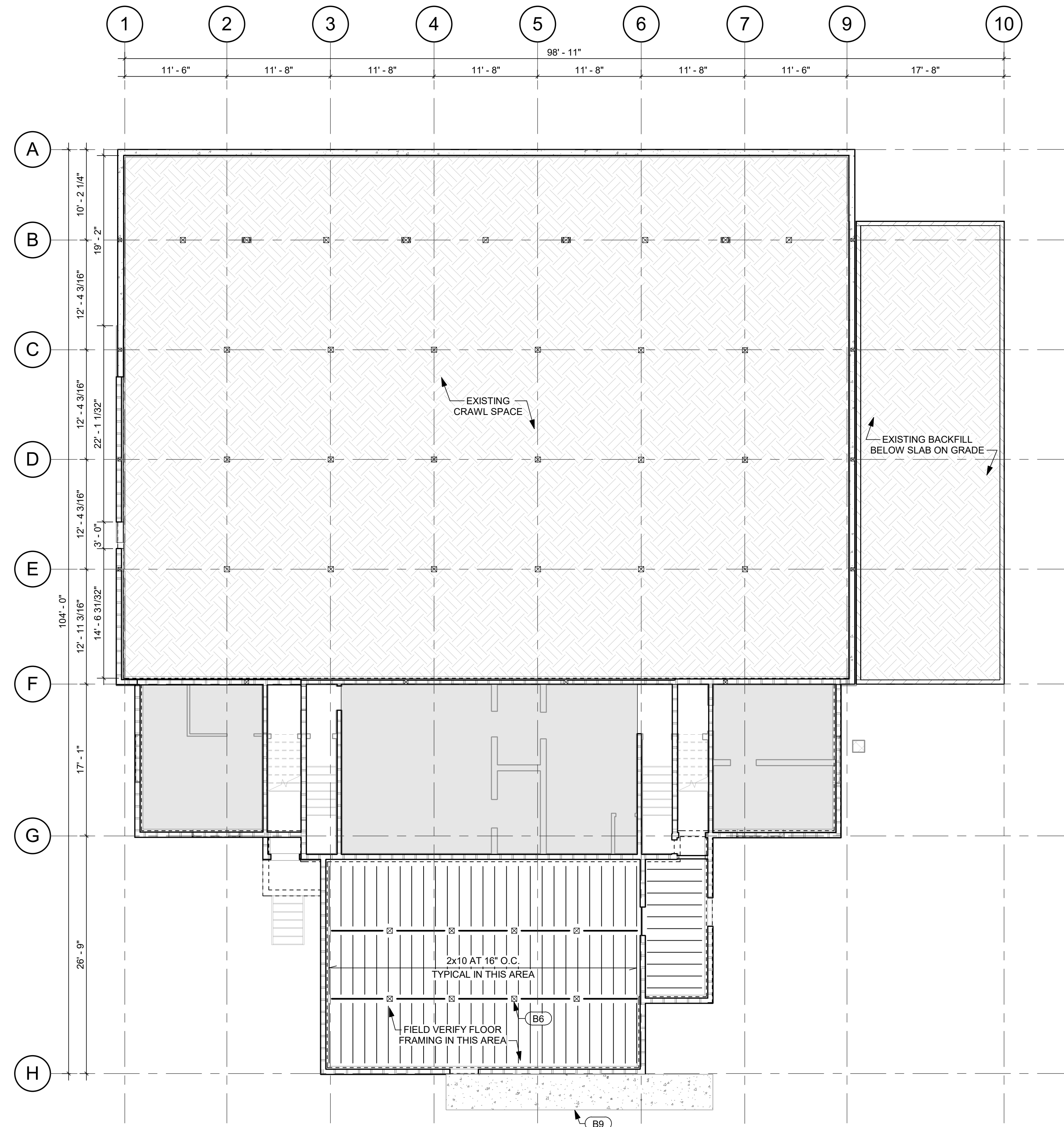
- B1 CAULK EXISTING CRACK IN EXTERIOR STEMWALL, TYPICAL (3) LOCATIONS. PLUG RODENT ACCESS HOLES AT PERIMETER OF FOUNDATIONS.
- B2 LOCATE ROOF JOISTS DAMAGED BY INSECTS. SISTER ADDITIONAL JOISTS TO EXISTING AT DAMAGED AREAS, TYPICAL (3) LOCATIONS.
- B4 REPAIR DOWNSPOUTS AND PROVIDE SPLASHBLOCKS TO DIVERT WATER AWAY FROM BUILDING FOUNDATIONS, TYPICAL (10) PLACES.
- B5 REMOVE AND REPLACE EXISTING 8x8 POST, SHORE AS REQUIRED TO COMPLETE WORK, TYPICAL (1) LOCATION.
- B6 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS, TYPICAL ENTIRE PRESCHOOL AREA FLOOR, AT GRIDS G THROUGH H AND GRIDS 3 THROUGH 6.
- B7 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS, TYPICAL ENTIRE GYM FLOOR (AT GRIDS B, C, D, AND E, AND BETWEEN GRIDS 1 THROUGH 9).
- B8 ANCHOR EXISTING SILL PLATES TO TOP OF EXISTING STEM WALLS WITH POST INSTALLED MECHANICAL ANCHORS AT 48" O.C., TYPICAL AT GRIDLINES A, F, 1, AND 9.
- B9 NEW ACCESSIBLE CONCRETE RAMP, LANDING, AND GUARDRAIL WITH HANDRAILS. COORDINATE WITH ARCHITECTURAL.
- B10 NEW LANDING, STAIR AND HANDRAIL TO ACCESS STORAGE ROOM. COORDINATE WITH ARCHITECTURAL.
- B11 NEW ENTRY LANDING AND REBUILD COVER STRUCTURES. COORDINATE WITH ARCHITECTURAL.
- B12 NEW ACCESSIBLE RAMP AND RAILING. COORDINATE WITH ARCHITECTURAL.
- B13 DEMO STAIRS AND FLOOR AS REQUIRED FOR CHAIR LIFT CLEARANCES. COORDINATE WITH ARCHITECTURAL.
- B14 EXISTING EGRESS STAIR REFURBISH. VERIFY IN GOOD WORKING ORDER. IF DAMAGED REPLACE. COORDINATE WITH ARCHITECTURAL.

**PRICE ALTERNATE KEYNOTE LEGEND:**

- A1 UPGRADE BEAM TO WALL CONNECTIONS WITH SIMPSON HARDWARE, TYPICAL (8) LOCATIONS IN CRAWLSPACE UNDER FLOOR.
- A2 UPGRADE RAFTER TO TRUSS CONNECTIONS WITH SIMPSON HURRICANE CLIPS, TYPICAL AT THE (4) TRUSSES IN GYM.
- A3 UPGRADE RAFTER TO RIDGE BEAM CONNECTIONS WITH SIMPSON HARDWARE, TYPICAL AT THE ROOF AREA SHOWN.
- A4 PROVIDE PLYWOOD OR OSB WALL SHEATHING AS PART OF RESIDING PROJECT. NAIL AT 6" O.C. AT PLYWOOD EDGES AND 12" O.C. IN-FIELD, TYPICAL AT ALL WALLS.

**FLOOR FRAMING LEGEND:**

- (E) 8" CONCRETE WALL
- (E) 6" CMU WALL
- (E) 2x6 STUDS AT 16" O.C.
- STRUCTURAL BEARING WALL BELOW
- (E) COLUMN PER FOUNDATION PLAN



**B**  
**S1.0**  
LEVEL 1 FRAMING PLAN  
1/8" = 1'-0"

PROJECT NAME

**BROWNSVILLE  
REC CENTER**

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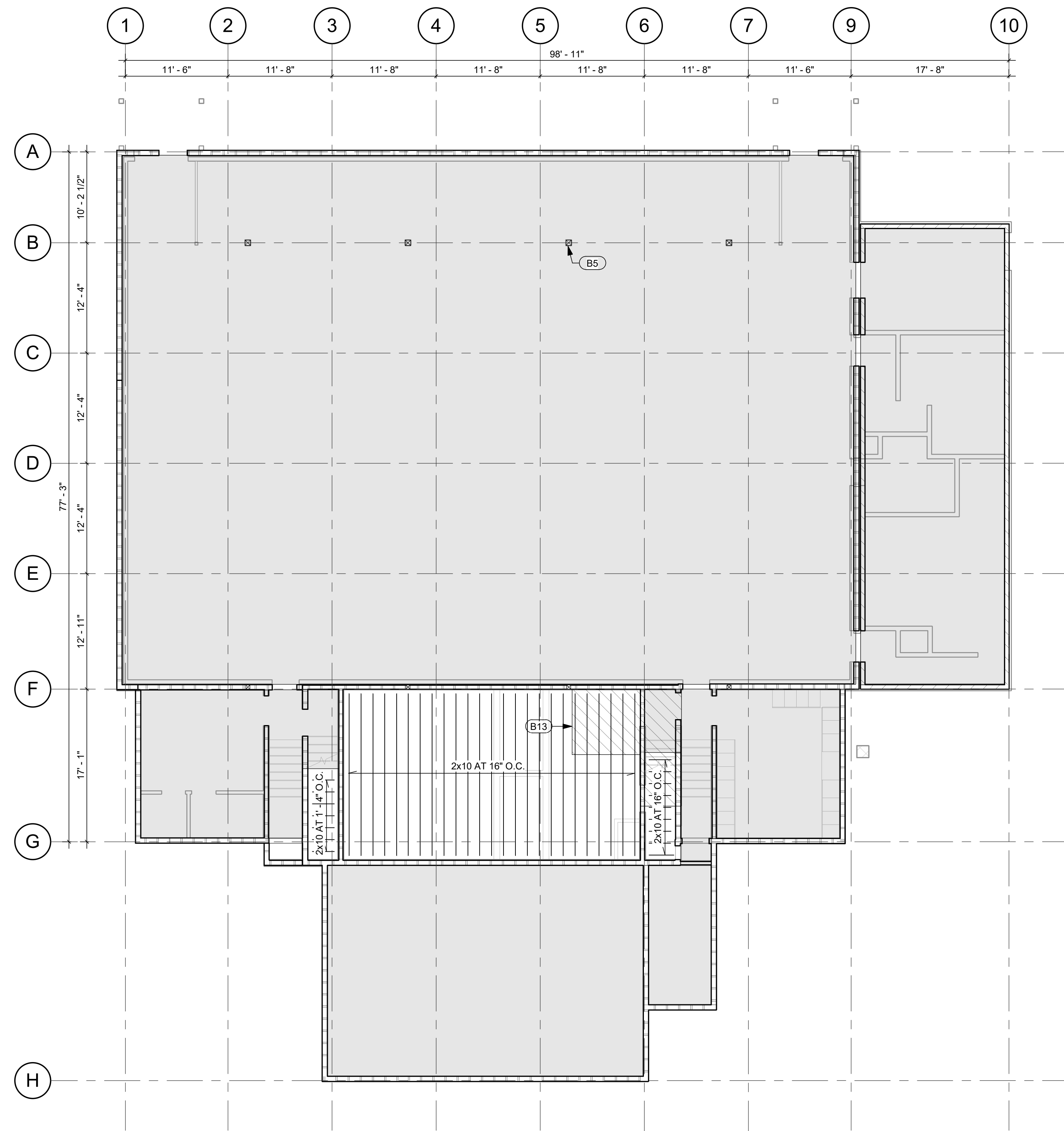
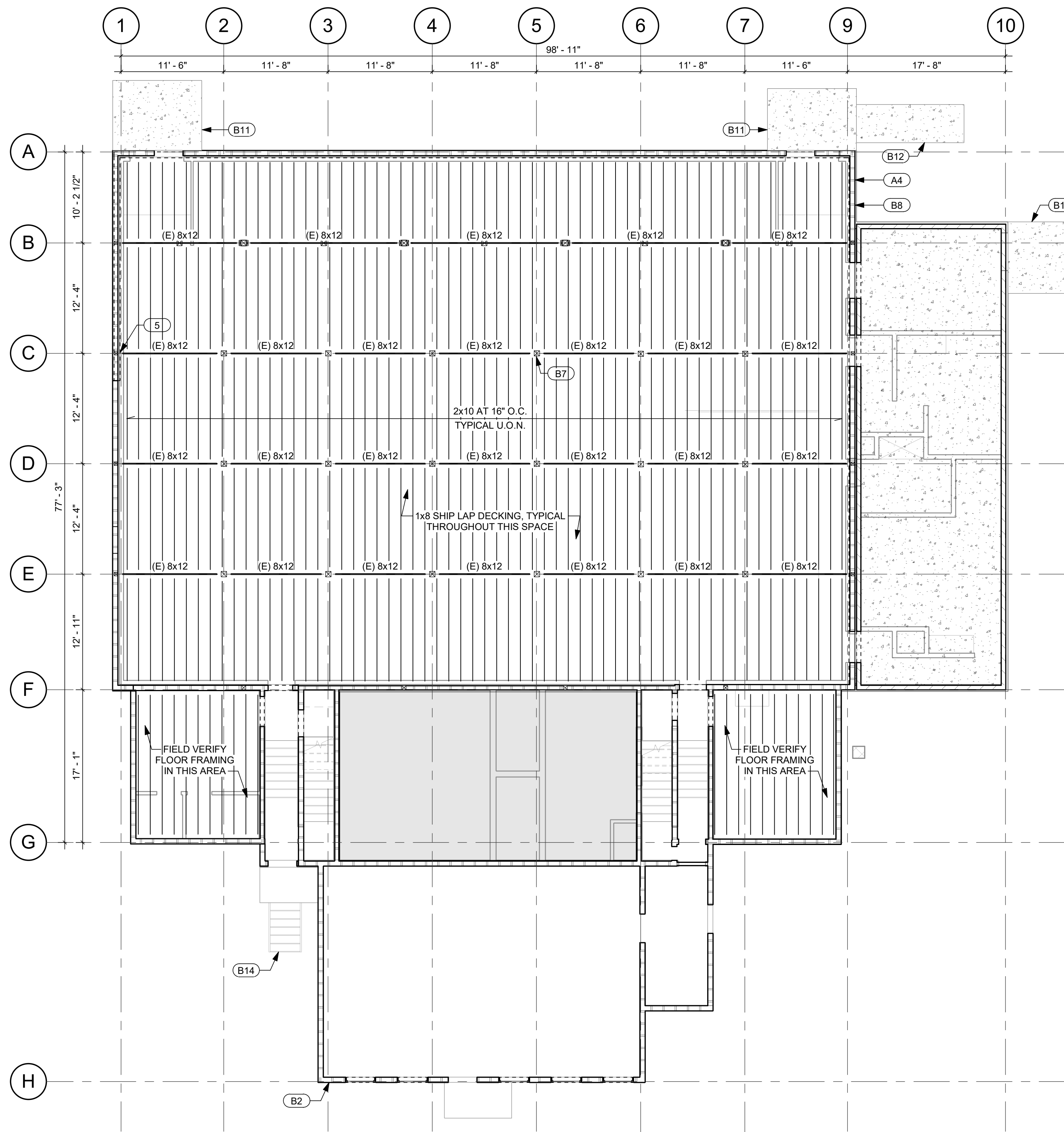
REVISIONS

DATE	DESCRIPTION

DATE	MARCH 29, 2022
SCALE	AS NOTED
PROJ. NO.	20210808
DRAWN	ERO
CHECKED	KMK

**STRUCTURAL  
PLANS**

**S1.1**



**A**  
**S1.1**  
1/8" = 1'-0"  
MAIN LEVEL FRAMING PLAN

**B**  
**S1.1**  
1/8" = 1'-0"  
STAGE FRAMING PLAN

BASE SCOPE KEYNOTE LEGEND:

- B1 CAULK EXISTING CRACK IN EXTERIOR STEMWALL, TYPICAL (3) LOCATIONS.
- B2 PLUG RODENT ACCESS HOLES AT PERIMETER OF FOUNDATIONS.
- B3 LOCATE ROOF JOISTS DAMAGED BY INSECTS. SISTER ADDITIONAL JOISTS TO EXISTING AT DAMAGED AREAS, TYPICAL (3) LOCATIONS.
- B4 REPAIR DOWNSPOUTS AND PROVIDE SPLASHBLOCKS TO DIVERT WATER AWAY FROM BUILDING FOUNDATIONS, TYPICAL (10) PLACES.
- B5 REMOVE AND REPLACE EXISTING 8x8 POST, SHORE AS REQUIRED TO COMPLETE WORK, TYPICAL (1) LOCATION.
- B6 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS, TYPICAL ENTIRE GYM FLOOR (AT GRIDS B, C, D, AND E, AND BETWEEN GRIDS 3 THROUGH 6).
- B7 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS, TYPICAL ENTIRE GYM FLOOR (AT GRIDS B, C, D, AND E, AND BETWEEN GRIDS 1 THROUGH 9).
- B8 ANCHOR EXISTING SILL PLATES TO TOP OF EXISTING STEM WALLS WITH POST INSTALLED MECHANICAL ANCHORS AT 48" O.C., TYPICAL AT GRIDLINES A, F, 1, AND 9.
- B9 NEW ACCESSIBLE CONCRETE RAMP, LANDING, AND GUARDRAIL WITH HANDRAILS, COORDINATE WITH ARCHITECTURAL.
- B10 NEW LANDING, STAIR AND HANDRAIL TO ACCESS STORAGE ROOM. COORDINATE WITH ARCHITECTURAL.
- B11 NEW ENTRY LANDING AND REBUILD COVER STRUCTURES. COORDINATE WITH ARCHITECTURAL.
- B12 NEW ACCESSIBLE RAMP AND RAILING. COORDINATE WITH ARCHITECTURAL.
- B13 DEMO STAIRS AND FLOOR AS REQUIRED FOR CHAIR LIFT CLEARANCES. COORDINATE WITH ARCHITECTURAL.
- B14 EXISTING EGRESS STAIR REFURBISH. VERIFY IN GOOD WORKING ORDER. IF DAMAGED REPLACE. COORDINATE WITH ARCHITECTURAL.

PRICE ALTERNATE KEYNOTE LEGEND:

- A1 UPGRADE BEAM TO WALL CONNECTIONS WITH SIMPSON HARDWARE, TYPICAL (8) LOCATIONS IN CRAWLSPACE UNDER FLOOR.
- A2 UPGRADE RAFTER TO TRUSS CONNECTIONS WITH SIMPSON HURRICANE CLIPS, TYPICAL AT THE (4) TRUSSES IN GYM.
- A3 UPGRADE RAFTER TO RIDGE BEAM CONNECTIONS WITH SIMPSON HARDWARE, TYPICAL AT THE ROOF AREA SHOWN.
- A4 PROVIDE PLYWOOD OR OSB WALL SHEATHING AS PART OF RESIDING PROJECT. NAIL AT 6" O.C. AT PLYWOOD EDGES AND 12" O.C. IN-FIELD, TYPICAL AT ALL WALLS.

FLOOR FRAMING LEGEND:

- (E) 8" CONCRETE WALL
- (E) 6" CMU WALL
- (E) 2x6 STUDS AT 16" O.C.
- STRUCTURAL BEARING WALL BELOW
- (E) COLUMN PER FOUNDATION PLAN

PROJECT NAME  
**BROWNSVILLE  
 REC CENTER**

234 PARK AVE  
 BROWNSVILLE, OR 97327

REVISIONS

DATE	DESCRIPTION

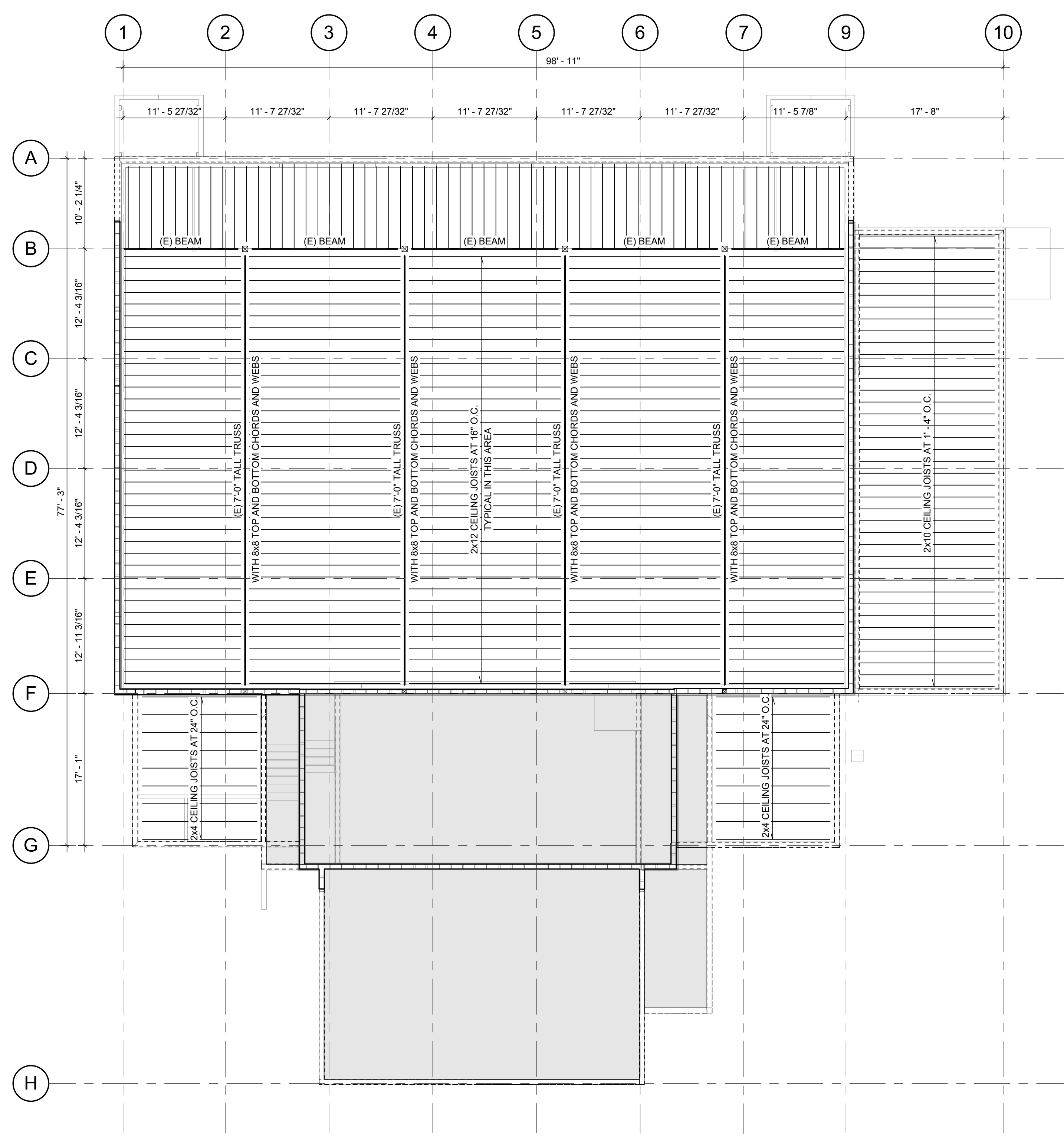
DATE MARCH 29, 2022

SCALE	PROJ. NO.
AS NOTED	20210808

DRAWN	CHECKED
ERO	KMK

**STRUCTURAL  
 PLANS**

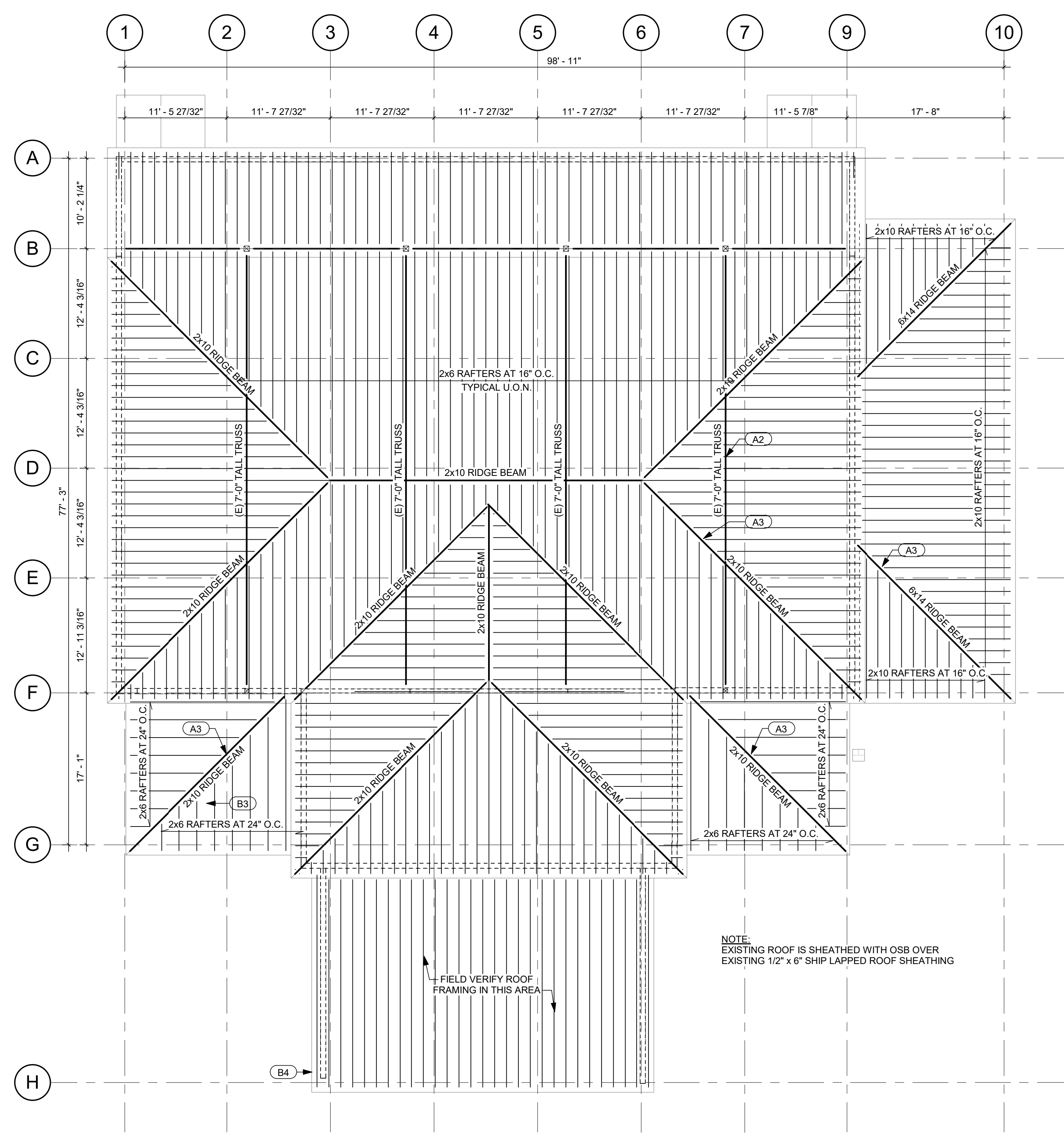
**S1.2**



**A**  
**S1.2**  
 CEILING FRAMING PLAN  
 1/8" = 1'-0"

**BASE SCOPE KEYNOTE LEGEND:**

- B1 CAULK EXISTING CRACK IN EXTERIOR STEMWALL. TYPICAL (3) LOCATIONS.
- B2 PLUG RODENT ACCESS HOLES AT PERIMETER OF FOUNDATIONS.
- B3 LOCATE ROOF JOISTS DAMAGED BY INSECTS. SISTER ADDITIONAL JOISTS TO EXISTING AT DAMAGED AREAS. TYPICAL (3) LOCATIONS.
- B4 REPAIR DOWNSPOUTS AND PROVIDE SPLASHBLOCKS TO DIVERT WATER AWAY FROM BUILDING FOUNDATIONS. TYPICAL (10) PLACES.
- B5 REMOVE AND REPLACE EXISTING 8x8 POST. SHORE AS REQUIRED TO COMPLETE WORK. TYPICAL (1) LOCATION.
- B6 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS. TYPICAL ENTIRE PRESCHOOL AREA FLOOR, AT GRIDS G THROUGH H AND GRIDS 3 THROUGH 6.
- B7 PROVIDE POSITIVE CONNECTIONS USING SIMPSON HARDWARE AT POST TO BASE AND POST TO BEAM CONNECTIONS. ADD SOLID BLOCKING BETWEEN FLOOR JOISTS ABOVE BEAMS. TYPICAL ENTIRE GYM FLOOR (AT GRIDS B, C, D, AND E, AND BETWEEN GRIDS 1 THROUGH 9).
- B8 ANCHOR EXISTING SILL PLATES TO TOP OF EXISTING STEM WALLS WITH POST INSTALLED MECHANICAL ANCHORS AT 48" O.C., TYPICAL AT GRIDLINES A, F, 1, AND 9.
- B9 NEW ACCESSIBLE CONCRETE RAMP, LANDING, AND GUARDRAIL WITH HANDRAILS. COORDINATE WITH ARCHITECTURAL.
- B10 NEW LANDING, STAIR AND HANDRAIL TO ACCESS STORAGE ROOM. COORDINATE WITH ARCHITECTURAL.
- B11 NEW ENTRY LANDING AND REBUILD COVER STRUCTURES. COORDINATE WITH ARCHITECTURAL.
- B12 NEW ACCESSIBLE RAMP AND RAILING. COORDINATE WITH ARCHITECTURAL.
- B13 DEMO STAIRS AND FLOOR AS REQUIRED FOR CHAIR LIFT CLEARANCES. COORDINATE WITH ARCHITECTURAL.
- B14 EXISTING EGRESS STAIR REFURBISH. VERIFY IN GOOD WORKING ORDER. IF DAMAGED REPLACE. COORDINATE WITH ARCHITECTURAL.



**B**  
**S1.2**  
 ROOF FRAMING PLAN  
 1/8" = 1'-0"

**PRICE ALTERNATE KEYNOTE LEGEND:**

- A1 UPGRADE BEAM TO WALL CONNECTIONS WITH SIMPSON HARDWARE. TYPICAL (8) LOCATIONS IN CRAWLSPACE UNDER FLOOR.
- A2 UPGRADE RAFTER TO TRUSS CONNECTIONS WITH SIMPSON HURRICANE CLIPS. TYPICAL AT THE (4) TRUSSES IN GYM.
- A3 UPGRADE RAFTER TO RIDGE BEAM CONNECTIONS WITH SIMPSON HARDWARE. TYPICAL AT THE ROOF AREA SHOWN.
- A4 PROVIDE PLYWOOD OR OSB WALL SHEATHING AS PART OF RESIDING PROJECT. NAIL AT 6" O.C. AT PLYWOOD EDGES AND 12" O.C. IN-FIELD. TYPICAL AT ALL WALLS.

**NOTE:**  
 EXISTING ROOF IS SHEATHED WITH OSB OVER  
 EXISTING 1/2" x 6" SHIP LAPPED ROOF SHEATHING

FIELD VERIFY ROOF  
 FRAMING IN THIS AREA



## **2023 Legislative Priorities Ballot**

*Issued on June 10, 2022*

*Ballots due by 5:00 p.m. on August 5, 2022*

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## 2023 Legislative Priorities Ballot – League of Oregon Cities

**Background:** Each even-numbered year the LOC appoints members to serve on 7 policy committees. These policy committees are the foundation of the LOC's policy development process. Composed of city officials, these committees are charged with analyzing policy and technical issues and recommending positions and strategies for the LOC. Each committee provides a list of recommended policy positions and actions for the LOC to take in the coming two year legislative cycle. This year, all 7 committees identified between 3 to 5 legislative policy priorities to advance to the full membership and LOC Board of Directors.

**Ballot/Voting Process:** Each city is being asked to review the recommendations from the 7 policy committees and provide input to the LOC Board of Directors as it prepares to adopt the LOC's 2023 legislative agenda. After your city has had an opportunity to review the proposals, please complete the electronic ballot indicating the top 5 issues that your city would like to see the LOC focus on during the 2023 legislative session.

Each city is permitted one vote. As such, each city must designate a person to enter the vote electronically on the below link. For those cities without electronic options for voting, paper ballots may be requested from LOC's Legislative Director Jim McCauley at [jmccauley@orcities.org](mailto:jmccauley@orcities.org).

**Important Deadlines:** The deadline for submitting your city's vote is **5:00 p.m. on August 5, 2022.**

**Ballots were emailed to the CAO of each city. If your city didn't receive the ballot, please email Jim McCauley at [jmccauley@orcities.org](mailto:jmccauley@orcities.org).**

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## Brought to you by the Community Development Policy Committee

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### Full Funding and Alignment for State Land Use Initiatives

**Legislative Recommendation:** *The LOC will support legislation to streamline and fully fund local implementation of any recently adopted or proposed state land use planning requirements, including administrative rulemaking.*

**Background:** Recent legislation and executive orders have made significant changes to the state’s land use planning process, including increasing burdens for local government. While the LOC shares the state’s policy goals, these updates have resulted in extensive, continuous, and sometimes conflicting rulemaking efforts that are not supported by adequate state funding. Cities simply do not have the staff capacity or resources needed to implement current requirements. Existing planning updates should be streamlined to enable simpler, less costly implementation and any new proposals should be aligned with existing requirements.

### Local Funding to Address Homelessness

**Legislative Recommendation:** *The LOC will seek funding to support coordinated, local responses to addressing homelessness.*

**Background:** The LOC recognizes that to end homelessness, a statewide and community-based coordination approach to delivering services, housing, and programs is needed. Addressing homelessness will look different and involve different service provider partners from one city to the next, but one thing is consistent, addressing the crisis requires significant financial resources. While cities across Oregon have developed programs, expanded service efforts, built regional partnerships, and have significantly invested both their local General Fund and federal CARES Act and American Rescue Plan Act dollars into programs to address the homelessness crisis in their respective communities, the crisis continues. The homelessness crisis exceeds each city’s individual capacity – necessitating the need for meaningful fiscal support from the State of Oregon.

### Infrastructure Funding to Support Needed Housing

**Legislative Concept:** *The LOC will support state funding for infrastructure needed to support needed housing.*

**Background:** As Oregon works to overcome its historic housing supply deficit, development costs continue to rise. Cities have limited tools to address the rising costs of infrastructure necessary to support the impact of new housing development. A statewide fund to address infrastructure costs and improve housing affordability is needed.

### Economic Development Incentives (co-sponsor with Tax and Finance Committee)

**Legislative Recommendation:** *The LOC will support legislation to preserve and strengthen discretionary local economic development incentives including the Enterprise Zone (EZ), Long Term Rural Enterprise Zone (LTREZ) and Strategic Investment Program (SIP).*

**Background:** The EZ and LTREZ programs provide local governments the option to offer a temporary full exemption from property taxes for qualified new property of a business (3 to 5 years for the standard EZ and 7 to 15 years for the rural EZ). The SIP program allows local governments to offer a 15-year



partial exemption on the value of new property that exceeds a certain investment threshold (\$25 million to \$100 million depending on location and total project value). Recent studies by Business Oregon confirmed what city economic development professionals knew; these incentive programs are crucial for Oregon to remain competitive nationally and show massive benefits to Oregon in terms of jobs, enhanced economic activity, and tax revenues. The EZ and LTREZ programs will sunset in 2025 without action by the legislature, and “gain share” provisions of the SIP program transferring a portion of income taxes resulting from qualified projects to local governments will sunset in 2026. The LOC will advocate for sunset extensions and for changes that will improve the programs, and advocate against any changes that will reduce local control or devalue the incentives.

### Community Resiliency and Wildfire Planning

**Legislative Recommendation:** *The LOC will support investments for climate and wildfire resiliency planning, as well as infrastructure upgrades, to fill existing gaps and assist cities in planning for extreme weather events and wildfire.*

**Background:** Oregon communities are increasingly looking for help planning for climate change impacts, including infrastructure upgrades, to handle extreme weather events. Cities of all sizes, especially small to mid-sized cities, need technical assistance and additional capacity to better plan for and recover from climate events and wildfire. Investments in infrastructure upgrades, repairs, and resiliency will help rebuild communities, better ensure equity and access to critical services, protect public health and the environment, improve community resiliency, and promote economic recovery.

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## Brought to you by the General Government Policy Committee

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### Protecting Public Employees and Officials

**Legislative Recommendation:** *The LOC will introduce legislation to protect the personal contact information of public employees and increase criminal sanctions when public officials and employees are subject to criminal activity connected to their service.*

**Background:** Cities have seen an increase in harassments, threats and property damage in recent years. Over 80 percent of city leaders who participated in a National League of Cities [report](#) on public civility indicated they had personally experienced harassing or harmful behavior because of their role as a public official. Additionally, an ambiguity in the phrasing in a statute intended to protect the private information of public employees may require an employer to release home addresses, personal emails and contact information.

### Return to Work

**Legislative Recommendation:** *Eliminate the sunset on the ability of retirees to return to work.*

**Background:** PERS covered retirees are currently allowed to return to work without suffering a tax or pension penalty until 2024. Allowing retirees to return to work allows employers to fill critical vacancies while not paying pension and other costs in times of both fiscal hardships and workforce scarcity. The sunset was established as part of a compromise PERS reform package passed in 2017 but has been successful for retirees and employers.

### Attorney Client Privilege

**Legislative Recommendation:** *Ensure that privileged communications between public bodies and officials and their legal counsel remain confidential indefinitely.*

**Background:** A recent court ruling limited public sector attorney client privilege to 25 years, which is identical to the lifespan of other public records exemptions. The LOC believes that public officials should have the same right to unimpeded legal counsel as all other attorney clients.

### Address Measure 110 Shortcomings

**Legislative Recommendation:** *Restore criminal justice incentives for seeking treatment for addiction while ensuring a path for expungement for successfully completing a treatment program.*

**Background:** Oregon voters passed Measure 110 in 2020 which eliminated criminal sanctions for simple possession for most narcotic drugs and replaced them with a waivable \$100 ticket. A citation cannot be issued if a person seeks treatment by calling a treatment referral service. The measure also re-dedicated local marijuana revenue to harm reductions services. Those funds are now pooled and distributed by an oversight and accountability committee. Oregon's overdose deaths continue to increase and funds that should have been distributed in January of 2021 are still not delivered. Additionally, problems related to drug abuse such as property crime have increased.

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## Brought to you by the Energy and Environment Policy Committee

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### Building Decarbonization, Efficiency, and Modernization

**Legislative Recommendation:** *The LOC will support legislation to protect against and rollback preemptions to allow local governments to reduce greenhouse gas emissions from new and existing buildings while ensuring reliability and affordability. Some initiatives may include a local option Reach Code, statewide home energy scoring or financial incentives like [CPACE](#).*

**Background:** Homes and commercial buildings need a lot of power. In fact, they consume nearly half of all the energy used in Oregon according to the Oregon Department of Energy 2020 Biennial Energy Report. Existing buildings need to be retrofitted and modernized to become more resilient and efficient. New buildings can be built with energy efficiency and energy capacity in mind, so they last longer for years to come, reduce the energy burden on occupants, and are built to a standard that is futureproof for carbon reducing technologies like electric vehicles

### Continue Investments in Renewable Energy

**Legislative Recommendation:** *The LOC will work to identify barriers and potential solutions to local energy generation and will pursue funding assistance for feasibility studies and project implementation. The LOC will support legislation to study and invest in viable, preferably locally generated, options and to divest the Oregon Treasury from fossil fuels.*

**Background:** Renewable energy sources can be used to produce electricity with fewer environmental impacts. Local energy generation projects can better position cities to pursue and achieve local climate action goals, address capacity constraints of existing electric transmission lines, and can help cities respond to individual businesses that may be seeking green energy options. The types of local energy generation projects discussed by the committee include, but are not limited to, small-scale hydropower, in-conduit hydropower, methane capture, biomass and solar. Such projects are not intended to conflict

with existing low-carbon power purchase agreements but can position cities to pursue local climate action goals and supplement energy needs through renewable generation.

### Investment in Community Climate Planning Resources

**Legislative Recommendation:** *The LOC will support investments that bring climate services (for mitigation and adaptation) together and work to fill the existing gaps to help communities get the high-quality climate assistance they need quickly and effectively.*

**Background:** Oregon communities are increasingly looking for help planning for climate change impacts and implementing programs to reduce greenhouse gases. Interest in climate services has continued as communities experience increasing disruptions caused or made worse by climate change. Oregon's small to mid-sized communities and rural communities are particularly in need of both technical assistance and additional capacity to address climate impacts and do their part to reduce greenhouse gas emissions. While some climate resources exist in Oregon, those programs are dispersed throughout state government, the nonprofit world, and academic institutions. Because of this current structure, it is not clear for communities what they should do once they decide to act on climate change.

### Adequate Funding for State Climate Initiatives

**Legislative Recommendation:** *The LOC will support legislation to streamline processes and fully fund local implementation of climate mandates (like [Climate Friendly and Equity Communities](#) rules) from the state. Furthermore, the LOC will support legislation that allows the state to adequately maintain and staff programs that impact a city's ability to reduce greenhouse gas emissions.*

**Background:** On March 10, 2020, Governor Kate Brown signed [Executive Order 20-04](#) directing state agencies to take action to reduce and regulate greenhouse gas emissions. Additionally, the state has legislatively passed many greenhouse gas reduction measures. This has led to some unfunded mandates on cities as well as a significant workload for agency staff.

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**Brought to you by the Finance and Taxation Policy Committee**

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### Property Tax Reform

**Legislative Recommendation:** *The LOC will advocate for constitutional and statutory reforms to the property tax system to enhance local choice, equity, fairness, and adequacy.*

**Background:** The property tax system is broken and in need of repair due to constitutional provisions in Measures 5 and 50 that were adopted by voters in the 1990s. The current system is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes meaningful local choice, and is incomprehensible to most taxpayers. Local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. With federal pandemic aid to cities coming to an end and inflation looming, cities are concerned that their top revenue source will not allow residents to adequately fund the services that they demand. Therefore, the LOC will take a leadership role in pursuing efforts to draft and advocate for both comprehensive and incremental property tax reform option packages, including forming coalitions with other interested parties. The LOC will remain flexible to support all legislation that improves the system, but will, in the short term, focus on incremental changes that will allow for a foundation on which to build for broader revisions going forward. The LOC's overall focus will be on a property tax package that includes, but may not be limited to these elements:

- In the short term, advocating for a system that restores local choice and allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression. This may also include advocating for a local option levy that has passed three or more times to become permanent (requires constitutional referral).
- Also in the short term, advocating for statutory changes to extend statewide a 2017 Multnomah County pilot that created an option that new property has a taxable value determined based on the city average of maximum assessed value to market value as opposed to countywide average.
- Over the longer term, to achieve equity, advocating for a system that has taxpayers' relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).
- Also over the longer term, to enhance fairness and adequacy, advocating for various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the LOC will support targeted tax relief for lower income residents to make sure reform does not price vulnerable residents out of their homes.

### Lodging Tax Flexibility

**Legislative Recommendation:** *The LOC will advocate for legislation to enhance flexibility in how cities may use transient lodging tax revenues. The goal is to help cities better serve visitors and improve local conditions that support the tourism industry.*

**Background:** The Legislature created the *state* lodging tax in 2003, and with it a new requirement that 70% of net revenues from new or increased *local* lodging taxes must be used for “tourism promotion” or “tourism related facilities.” Cities acknowledge and appreciate the economic development benefits that tourism brings to their local economies, but often struggle to support the industry in areas like public safety, infrastructure, workforce housing, and homeless services. Enhanced flexibility and clarification of allowed use of funds will benefit both visitors and business owners alike.

### Economic Development Incentives (co-sponsor with the Community Development Committee)

**Legislative Recommendation:** *The LOC will support legislation to preserve and strengthen discretionary local economic development incentives including the Enterprise Zone (EZ), Long Term Rural Enterprise Zone (LTREZ) and Strategic Investment Program (SIP).*

**Background:** The EZ and LTREZ programs provide local governments the option to offer a temporary full exemption from property taxes for qualified new property of a business (3 to 5 years for the standard EZ and 7 to 15 years for the rural EZ). The SIP program allows local governments to offer a 15-year partial exemption on the value of new property that exceeds a certain investment threshold (\$25 million to \$100 million depending on location and total project value). Recent studies by Business Oregon confirmed what city economic development professionals know; these incentive programs are crucial for Oregon to remain competitive nationally and show massive benefits to Oregon in terms of jobs, enhanced economic activity, and tax revenues. The EZ and LTREZ programs will sunset in 2025 without action by the legislature, and “gain share” provisions of the SIP program transferring a portion of income taxes resulting from qualified projects to local governments will sunset in 2026. The LOC will advocate for sunset extensions and for changes that will improve the programs, and advocate against any changes that will reduce local control or devalue the incentives.

### Marijuana Taxes

**Legislative Recommendation:** *The LOC will continue to advocate for increased revenues from marijuana taxes. This may include proposals to restore state marijuana tax losses related to Measure 110 (2020) distribution changes, and to increase the current 3% cap on local marijuana taxes so local voters may choose a rate that reflects the needs of their community.*

**Background:** Recreational marijuana retailers are required to charge a state-imposed retail sales tax of 17 percent for all recreational marijuana sold. Until the end of 2020 cities received 10% of the net revenue from the state tax but Measure 110 changed the distribution formula and will reduce city distributions by an estimated 73% for the 2021-23 biennium. Cities may also impose a local retail sales tax of up to 3%, subject to voter approval. Tax rates for recreational marijuana vary widely across the states, but the total Oregon tax burden is 20-25% percent below other West Coast states. Unbiased academic studies indicate Oregon could increase marijuana taxes without pushing significant business to the illicit market. If the Legislature is not willing to allow increased taxes it should restore city revenues by other means back to what was agreed to when recreation marijuana was legalized.

### Alcohol Revenues

**Legislative Recommendation:** *The LOC will advocate for enhanced revenues from the sale of alcohol to mitigate the impact of recent legislative changes that will otherwise reduce this crucial revenue source.*

**Background:** Oregon's beer tax has not been increased since 1978 and is \$2.60 per barrel which equates to about 8.4 cents per gallon or less than 5 cents on a six-pack. Oregon has the lowest beer tax in the country, and to get to the middle of the states Oregon would need a more than 10-fold increase. Oregon's wine tax is 67 cents per gallon and 77 cents per gallon on dessert wines, this is the second lowest tax nationwide, and the first 2 cents of the tax goes to the wine board. Oregon is a control state and is the sole importer and distributor of liquor, which accounts for about 94% of total alcohol revenues. The Oregon Liquor and Cannabis Commission (OLCC) sets retail prices at about 105% of their cost and net revenues are distributed based on a formula. Cities are preempted from imposing alcohol taxes. In exchange, cities receive approximately 34% of the state alcohol revenues after the state takes 50% of beer and wine taxes off the top prior to this distribution. Recent legislative changes will reduce city revenues; the legislature approved a more generous compensation formula for liquor store owners in 2021 and approved a 148% cost increase for a planned OLCC warehouse in 2022. Both changes will reduce distributions to cities. Cities have significant public safety costs related to alcohol consumption and taxes on alcohol do not cover their fair share of these costs. There are numerous ways to address the issue: increasing taxes on beer or wine (possibly through a local sales tax option), increasing the markup on liquor, or increasing the per bottle surcharge currently in place at liquor stores and dedicating the funds to paying for the planned OLCC warehouse.

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**Brought to you by the Telecommunications, Broadband Policy Committee**

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### Digital Equity and Inclusion

**Legislative Recommendation:** *The LOC will advocate for legislation and policies that help all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy.*

**Background:** Connectivity is crucial to modern life. It is being relied on more for how people do business, learn, and receive important services like healthcare. As technology evolved the digital divide has become more complex and nuanced. Now, discussion of the digital divide is framed in terms of whether a population has access to hardware, to the Internet, to viable connection speeds and to the skills they need to effectively use it.

## Resilient, Futureproof Broadband Infrastructure and Planning Investment

**Legislative Recommendation:** *The LOC will support legislation that will ensure broadband systems are built resiliently and futureproofed while also advocating for resources to help cities with broadband planning and technical assistance through direct grants and staff resources at the state level. The LOC will support legislation that addresses issues with the inconsistency of regulations applied to traditional and nontraditional telecommunications service as more entities move to a network based approach instead of what services are being provided. LOC will oppose any preemptions on local rights-of-ways, and municipalities right to own poles and become broadband service providers.*

### Background:

#### Broadband Planning and Technical Assistance

Most state and federal broadband infrastructure funding sources require that communities have a broadband strategic plan in place to qualify for funds. Unfortunately, many cities do not have the resources or staff capacity to complete comprehensive broadband strategic plans.

#### Resilient and Long-Term Systems

As broadband is continually being made a priority on the state and federal level, we must think strategically about how to build resilient long-term networks that will serve Oregonians now and into the future. Ways to ensure broadband is resilient may include investing in robust middle mile connections, ensuring redundancy and multiple providers in all areas, and undergrounding fiber instead of hanging it on poles.

#### Optional Local Incentives to Increase Broadband Deployment

All levels of government have identified broadband as a priority. However, there continue to be proposed mandates on local governments to deploy broadband services more quickly. Cities have a duty to manage rights-of-ways (ROW) on behalf of the public and need flexibility to adequately manage the ROW. Instead of mandates the state should focus its efforts on allowing cities the option to adopt incentives that could help streamline broadband deployment.

#### Regulatory Consistency Amidst Convergence

Historically, the standards and oversight policies for a specific technology were established independently and were not developed with merging or interoperability in mind. For example, telephony (when providing voice), cable TV (when providing video), and mobile cellular technologies each follow their respective standards, and these services were regulated by policies specific to each type.

## Incentives for Broadband Affordability, Adoption and Consumer Protections

**Legislative Recommendation:** *The LOC will seek additional state support and funding for increased broadband adoption and affordability and will advocate for consumer protections for those accessing the internet, internet enabled devices and broadband service.*

**Background:** Broadband infrastructure is being funded at a historic level. For that infrastructure to be adequately utilized affordability and adoption initiatives must receive investment. Initiatives that would help could include studying barriers to adoptions and affordability; ensuring adequate competition in providers; investing in more data centers statewide so service is cheaper for regions outside of the I-5 corridor as it is simply more expensive per megabit to provide; and ensuring providers are widely advertising programs meant for those with limited means.

Additionally, problems with internet providers are among the most common consumer complaints in Oregon. Complaints often involve paying more than expected, difficult cancellation policies and poor service. Consumers are at risk of being advertised or offered services that are not actually being delivered. For example, 25/3 is the current definition of broadband. Currently, providers are allowed to advertise

speeds as “up to” 25/3 or a certain speed. There is no one enforcing whether or not providers actually hit their advertised speeds. Providers should be accountable for making sure consumers have the appropriate equipment for the services they are paying for.

### Cybersecurity & Privacy

**Legislative Recommendation:** *The LOC will support legislation that addresses privacy and cybersecurity for all that use technology, including but not limited to: funding for local government cybersecurity initiatives, statewide resources for cyber professionals, regulations of data privacy, or standards for software/hardware developers to meet to make their products more secure.*

**Background:** Society is becoming more technologically reliant than ever before and that will only increase. With this increase of technology there is an increased risk for cybercrimes. Therefore, cybersecurity and privacy systems must be taken seriously. Cybersecurity encompasses everything that pertains to protecting sensitive data, protected health information, personal information, intellectual property, data, and governmental and industry information systems from theft and damage attempted by criminals and adversaries.

Cybersecurity risk is increasing, not only because of global connectivity but also because of the reliance on cloud services to store sensitive data and personal information. Widespread poor configuration of cloud services paired with increasingly sophisticated cyber criminals means the risk that governments, businesses, organizations, and consumers suffer from a successful cyberattack or data breach is on the rise.

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## Brought to you by the Transportation Policy Committee

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### Transportation Safety Enhancement

**Legislative Recommendation:** *The LOC supports legislation that improves the overall safety of the transportation network in communities. The LOC will achieve this outcome by expanding authority for establishing fixed photo radar to all cities, increasing flexibility for local speed setting authority, and increased investment in the “safe routes to schools” and expansion of the “great streets” programs.*

**Background:** The City of Portland has demonstrated improved safety outcomes in neighborhoods with the addition of fixed photo radar along high-crash corridors. LOC’s efforts to expand the use of fixed photo radar to additional cities failed during the 2021 Session. ([HB 2019](#)) - High Crash Corridor for City of Unity) and ([HB 2530](#)) -Extending Fixed Photo Radar) were supported by the LOC, but lacked sufficient support from legislators to advance.

During the 2019 Session the LOC supported [SB 558](#), which would authorize a city to designate speed for a highway under the city’s jurisdiction that is five miles per hour lower than statutory speed when the highway is in a residential district and not an arterial highway. During the 2021 Session passage of [HB 3055](#) (Sect 81 (5)(g)) extended speed setting authority to highways within the jurisdictional boundaries of cities and Multnomah & Clackamas counties.

### Road User Fee – Vehicle Miles Traveled (VMT) Structure

**Legislative Recommendation:** *The LOC will support replacement of Oregon’s Gas Tax with a road impact fee structure that will capture added revenue from cities with local gas tax structure. The pricing structure should also maintain a weight-mile tax structure to make sure that there is an impact element of the fees paid for transportation infrastructure.*

**Background:** The LOC has historically advocated for a fee structure that more closely matches road usage. Gas tax revenues are a declining source of revenue due to enhanced mileage in new vehicles and the increase of electric vehicles on roads.

### New Mobility Services

**Legislative Recommendation:** *The LOC supports the entry and utilization of a variety of new mobility services that support a safe, sustainable, and equitable multimodal transportation system, while preserving local government's authority to regulate services and ensure public and consumer safety in communities.*

**Background:** The expansion of mobility services presents local governments with opportunities and challenges. Mobility services include Uber, Lyft, scooters, E-bikes, and food service delivery such as DoorDash, and UberEATS. Many cities across the country have initiated efforts to add regulatory oversight of these services to provide a base level of safety to consumers. Companies such as Uber and Lyft have tried to de-regulate their business model in states specifically introducing legislation that would pre-empt local governments to regulate and establish steps that protect their respective communities. The LOC has supported efforts during the 2019 session such as [HB 3379](#) and opposed efforts that pre-empted local governments such as HB 3023.

### Funding for Recovery of Abandoned Recreational Vehicles

**Legislative Recommendation:** *The LOC supports the formation of a recovery fund that cities could access for disposing of abandoned Recreational Vehicles (RV).*

**Background:** With the ongoing houseless and affordable housing crisis cities have experienced an increase in dumping of vehicles and RVs in neighborhoods, streets and the right-of-way. The costs associated with towing, recovery, and determining ownership has presented significant costs in some communities. Several cities are allocating hundreds of thousands of dollars to recover abandoned vehicles from streets, parks, private property, and other locations. Tow companies have expressed an interest in a recovery fund as well, since the companies must deal with storage and disposal of the vehicles, which presents several challenges.

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**Brought to you by the Water and Wastewater Policy Committee**

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### Water Utility Rate and Fund Assistance

**Legislative Recommendation:** *The LOC will collaborate with members of the bipartisan work group to continue the proposed legislative purpose of the Low-Income Household Water Assistance (LIHWA) program.*

**Background:** The LOC was successful during the 2021 legislative session in advocating for the development of a new water utility funding assistance program for ratepayers experiencing ongoing or recent economic hardships. The LOC worked with a bipartisan work group to pass legislation that formed the Low-Income Household Water Assistance (LIHWA) program which received federal funding for the



initial implementation through the Consolidated Appropriations Act of 2021 and the American Rescue Plan Act (ARPA) of 2021. The program was incredibly successful, but the federal funding that was allocated to the State of Oregon was already exhausted in some counties in the Spring of 2022.

The bipartisan workgroup's intent was to make this program a permanent program, with initial pilot funding provided by the federal government.

### **Place-Based, Water Resource Planning (Program Support)**

**Legislative Recommendation:** *The LOC will advocate for the funding needed to complete existing place-based planning efforts across the state and identify funding to continue the program for communities that require this support.*

**Background:** Oregon's water supply management issues have become exceedingly complex. Lack of adequate water supply and storage capacity to meet existing and future needs is an ongoing concern for many cities in Oregon and is a shared concern for other types of water users including agricultural, environmental, and industrial. The Legislature created a place-based planning pilot program in Oregon administered through the Oregon Water Resources Department that provides a framework and funding for local stakeholders to collaborate and develop solutions to address water needs within a watershed, basin, or groundwater area. The LOC Water & Wastewater Policy Committee recognized that while this funding is limited to specific geographic areas, they also recognized the importance of successfully completing these pilot efforts and conducting a detailed cost/benefit analysis. It is a critical step to demonstrate the benefits of this type of planning. If these local planning efforts prove to be successful, there will likely be future efforts to secure additional funding for other place-based planning projects across the state in 2022.

### **Infrastructure Financing and Resilience**

**Legislative Recommendation:** *The LOC will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, Regionally Significant Industrial Site loan program, and set asides through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.*

**Background:** A key issue that most cities are facing is how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. An LOC survey of cities in 2016 identified a need of \$7.6 billion dollars over the next 20 years to cover water and wastewater infrastructure projects for the 120 cities who responded. This shows a significant reinvestment in the Special Public Works Fund (SPWF) is needed to help meet the needs of local governments.



Rural Opportunities Initiative (ROI) Grant

Date	Invoice/ Check #	Vendor	Amount	Paid By	Notes:
11.15.2021	7447	JayRay	\$1,600.00	City of Halsey	CWEDD
12.14.2021	7468	JayRay	\$2,668.75	City of Halsey	CWEDD
01.05.2022	7500	JayRay	\$2,095.00	City of Halsey	CWEDD
02.15.2022	7537	JayRay	\$6,575.00	City of Halsey	CWEDD
		<b>Subtotal</b>	\$12,938.75	City of Halsey	
<hr/>					
02.16.2022	# 126238105		\$60,000.00	ROI (Payment #1)	
02.16.2022	1146	RAIN	\$50,000.00	City of Brownsville	Pass through payment.
03.17.2022	7571	JayRay	\$2,000.00	City of Brownsville	ROI
04.13.2022	7584	JayRay	\$600.00	City of Brownsville	ROI
03.30.2022	S-22-1	City of Halsey	\$2,938.75	City of Brownsville	Reimbursement.
05.13.2022	7620	JayRay	\$5,300.00	City of Brownsville	ROI
06.13.2022	7635	JayRay	\$3,890.00	City of Brownsville	ROI
		<b>TOTAL \$</b>	\$27,667.50		
		<b>Total ROI</b>	\$14,728.75		

925 S. Main Street  
Lebanon Oregon 97355

TEL: 541.258.4900  
www.ci.lebanon.or.us



# PRESS RELEASE

Contact: Kindra Oliver  
Phone: 541.258.4222  
Email: koliver@ci.lebanon.or.us

**FOR IMMEDIATE RELEASE:  
June 9, 2022**

## **LINX Transit Announces Service Expansion – Tuesday, June 21<sup>st</sup>**

LINX Transit announces a transit service expansion, connecting the communities of Brownsville and Lebanon, starting June 21, 2022.

The service will operate every Tuesday and Friday, running from 7:00am through 5:50pm.

We will have two designated stops in Brownsville; the Brownsville Senior Center/American Legion, on Main Street and the Assembly of God Church, on Washburn Street. Please see the schedule below for planned departure times. We also have the ability to provide pick-ups and drop-offs in town, as the schedule allows.

LINX Transit is currently not charging bus fare for transportation. All buses and vans are ADA accessible and accommodate mobility devices.

### **How it Works:**

1. Call LINX Dispatch, 541-258-4920, to schedule a ride. Ask for any accommodations that you may need (use of the lift to access the bus, etc).
2. Please arrive 10 minutes early on the day and time of your scheduled ride, meet the bus at the scheduled pick-up location and take your ride to your destination.
3. When finished at your destination, call LINX Dispatch, 541-258-4920, for a pick-up to another destination or for a return ride home. It may be the LINX Brownsville Connector or another LINX bus that picks you up. If you're finished with your business in Lebanon ahead of the departure time to get back to Brownsville, we will bring you back to the Lebanon Senior Center until the Brownsville Connector departs.

The LINX Transit service expansion to Brownsville is funded through House Bill 2017, Keep Oregon Moving, which was originally designed for new and enhanced transportation services for the State of Oregon.

Please call us at 541-258-4920 for more information or to schedule a ride. LINX Transit LOOP schedules and other transportation information can also be found at [www.LebanonOregon.go/LINX](http://www.LebanonOregon.go/LINX)

## Brownsville Connector Schedule: (every Tuesday and Friday)

	<u>Depart Lebanon</u> Senior Center 80 Tangent Street	<u>Depart Brownsville</u> American Legion and Senior Center 339 N. Main Street	<u>Depart Brownsville</u> Assembly of God Church 313 Washburn Street
Trip 1	7:10	7:55	8:10
Trip 2	9:10	10:05	10:20
Trip 3	11:40	12:45	1:05
Trip 4	2:05	3:05	3:25
Trip 5	4:30	5:35	5:50

- \*\* Starts Tuesday, June 21st
- \*\* Please call by 4:15 pm to get from Lebanon back to Brownsville
- \*\* Please call by 5:30 pm to get from Brownsville back to Lebanon
- \*\* Shelter provided at Lebanon Senior Center, Brownsville Senior Center & American Legion and Brownsville Assembly of God Church

-End -

## S. Scott McDowell

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**From:** Paul, Alex <APaul@co.linn.or.us>  
**Sent:** Tuesday, June 21, 2022 1:50 PM  
**To:**  
**Subject:** Linn County Board of Commissioners

### Commissioners will refer mushroom issue to Linn County residents

ALBANY — Linn County residents will have the opportunity to vote on whether they want to allow the production of psilocybin mushrooms outside of incorporated cities on the November ballot, Commissioners Roger Nyquist, Sherrie Sprenger and Will Tucker agreed unanimously Tuesday morning.

In the November 2020 election, Oregonians approved Ballot Measure 109, which legalized the use of psilocybin — often referred to as psychedelic — mushrooms. Proponents believe psilocybin may be effective in the treatment of PTSD and drug addictions.

Although the ballot measure passed statewide, it was defeated in Linn County, 55% to 44%. The commissioners said they believe Linn County residents would like to vote on the issue locally.

All of Oregon's 36 counties were included when the measure was passed statewide, but the measure allows counties to refer the issue to prohibit the production, manufacture and development of service centers to local residents.

The commissioners all agreed that the state's previous forays into legalizing marijuana and decriminalizing harder drugs such as methamphetamines and heroin, have failed.

Board Chairman Nyquist said that decriminalizing hard drugs may "work in some society, somewhere, but that has not been the case in Oregon."

He said the state was warned by members of the Oregon Liquor Control Commission that legalizing marijuana — without putting curbs on quantities of production to match consumer demand — would lead to a huge over production issue and it has. The current estimate is that the state produces five times more marijuana than Oregonians consume, which has led to a major black market issue.

"It is a mess," Nyquist said.

The commissioners also agreed that marijuana grow operations have caused contamination issues in homes, due to the high humidity needed to grow the plants. It leads to mold and other issues in homes, often rented from other people.

The commissioners asked staff to develop a proposal that could be placed on the November ballot and bring that information back for review.

In other business, the commissioners:

- Learned there were 75 births (34 girls/41 boys) and 113 deaths in Linn County in May. There were 1,000 COVID-19 cases and three deaths in which it could have been a factor.
- Approved a sheltering/emergency use agreement with the Harrisburg School District in the event of a significant disaster.
- Approved annual service contracts between the Linn County Sheriff's Office and the cities of Brownsville, Halsey, Harrisburg, Lyons, Mill City, Millersburg and Scio.
- Approved a contract to provide 34 beds at the Linn County Jail for the Department of Corrections — Parole and Probation for a total of \$10,549,996.40.
- Approved seeking concessionaires and caterers for the Linn County Fair & Expo Center for two years.
- Learned there have been seven major shows at the Fair & Expo Center since January. Director Randy Porter estimates they have drawn about 34,000 people and generated at least \$1.2 million for local motels and another \$1.4 million at local restaurants.
- Approved the purchase of a new backhoe for the Road Department at a cost of \$146,011.
- Approved a \$125,445 contract with Garten Services to provide janitorial services at the Annex, General Services, the Hurd Building, Lebanon Health Center, Washington Street Health and the Willamette Health Center.
- Supported a request by the Santiam Hospital to expand its mental health program, especially for people living in the Santiam Canyon who were affected by the September 2020 wildfires.
- Approved writing off \$4,143 in uncollectible fees for Mental Health Services and another \$3,050 for the Alcohol and Drug Treatment Program.
- Appointed Emma Deane to Position 7 of the Linn County Alcohol and Drug Planning Committee and Shawnell Tolliver to Position 6 and Scott McKee to Position 13 on the Linn County Mental Health Advisory Board.
- Approved a 5% Cost of Living Adjustment (the same as union members) for the county's elected officials, management exempt and Teamster members. They did not receive a COLA last year and inflation is currently pegged at more than 8%. Chairman Nyquist did not accept a COLA.
- Approved the purchase of a pre-built, all-concrete CST restroom for \$94,630 to replace a 50-year-old unit at Waterloo County Park.

— Announced the Board will meet at 11 a.m. Thursday to adopt the 2022-23 budget. There will not be a Board meeting on Tuesday, June 28.

**Alex Paul**

*Linn County Communications Officer*

*541-967-3825*

*Email: [apaul@co.linn.or.us](mailto:apaul@co.linn.or.us)*

**S. Scott McDowell**

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**From:** Patty Mulvihill  
**Sent:** Friday, May 27, 2022 3:43 PM  
**To:** undisclosed-recipients:  
**Subject:** Sharing National League of Cities' Open Letter to Congress

Good afternoon,

Yesterday the LOC was contacted by the National League of Cities (NLC) and asked to share the NLC's open letter to Congress with the LOC membership. If you feel the information from the NLC is something that may be of interest to the elected officials you serve, please feel free to share it directly with them. The specific information from the NLC is below for reference.

“Consistent with the National League of Cities’ [National Municipal Policy](#), which is consensus-driven federal policy positions crafted and approved by the bipartisan membership, local leaders are encouraged to [sign on to an open letter](#) to Congress urging their Senators and Representatives to quickly enact stronger laws that keep guns out of the hands of individuals who cannot use them responsibly and to join local leaders in providing a solution to this ongoing threat to our communities and nation.” <https://forms.office.com/pages/responsepage.aspx?id=vFSDTE28-kSeEoTSEanuag-I4M0xd-9ItyQ4-XmoV-1UQU1FQIFENkVSUjhISkZWU1hZUUVI4ODZOMyQIQCN0PWcu>

Have a nice weekend everyone,  
Patty



Patty Mulvihill, *Interim Executive Director*  
Salem, OR 97301-4194  
[www.orcities.org](http://www.orcities.org)



**S. Scott McDowell**

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**From:** ormailadmin@occinc.com  
**Sent:** Wednesday, June 8, 2022 12:09 PM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Message from Oregon One Call to admin

To: admin

From: Oregon One Call  
305 N.E. 102nd Avenue, Suite 300  
Portland, OR 97220  
Phone: 503-232-1987

SUBJECT LINE:

NOTICE: Proposed increase for Oregon 811 Service Tariff Rates

Greetings,

The Oregon Utility Notification Center (dba Oregon 811) is proposing a phased increase to the Service Tariff Rates that pay for statewide notification and damage prevention services. The details of this proposal, including how you can provide testimony, are included in the attached notice. You can also read answers to frequently asked questions at [digsafelyoregon.com/tariff](https://digsafelyoregon.com/tariff).

Alongside cost cutting efforts, rate adjustments are necessary to address the rising costs of contractual obligations to support continued operations. The funds will also support training programs and system enhancements that improve efficiency - saving time and costs for Oregon 811 system users.

The Oregon Utility Notification Center Board of Directors is committed to maintaining equitable per ticket rates. The Board will discuss adjustments to the Schedule 1 Service Tariff at its July 13, 2022 meeting at the Sheraton Portland Airport Hotel. If approved, the first phase of the proposed increase would take effect on August 1, 2022.

You are invited to weigh in before a final decision is made. Public testimony will be accepted at the July 13 meeting for these proposed changes. Written comments can be submitted at [digsafelyoregon.com/tariff](https://digsafelyoregon.com/tariff) or via email at [info@digsafelyoregon.com](mailto:info@digsafelyoregon.com). Written testimony should be submitted by July 12, 2022.

For more information, to submit comments, or to request an estimate of how the increase would impact your company, refer to the attached notice or visit [digsafelyoregon.com/tariff](https://digsafelyoregon.com/tariff).

Respectfully submitted,



Josh Thomas  
Executive Director, Oregon Utility Notification Center

Below is the formal notice

OREGON UTILITY NOTIFICATION CENTER SCHEDULE 1  
SERVICE TARIFF

The Oregon Utility Notification Center Board of Directors will discuss adjustments to the Schedule 1 Service Tariff at its July 13, 2022 meeting at the Sheraton Portland Airport Hotel, 8235 NE Airport Way, Portland, OR, 97220. If approved, the first phase of these adjustments will be implemented on August 1, 2022.

Listed below are the proposed changes related to the Schedule 1 Service Tariff.

-Change the per ticket rate from \$1.20 to \$1.35 on August 1, 2022, and to \$1.40 in January 2023.

-Change the Voice transmitted ticket rate from \$6.50 to \$7.31 on August 1, 2022, and to \$7.58 in January 2023.

-Implement an annual increase for future years starting in January 2024 tied to the Consumer Price Index, not to exceed 3%.

A portion of the meeting will allow public testimony related to the proposed changes. Subscribers can also provide feedback to the OUNC Board of Directors via its website at <https://digsafelyoregon.com> or via email at [info@digsafelyoregon.com](mailto:info@digsafelyoregon.com). Written/electronic testimony should be submitted by July 12, 2022.

APPLICABLE:

All subscribers of the Oregon Utility Notification Center.

PURPOSE:

The purpose of this schedule is to establish an equitable per ticket rate. These charges compensate the Oregon Utility Notification Center for the expenses it incurs in notifying subscribers of requests for the location of underground facilities at specified sites and promoting damage prevention in Oregon.

Alongside ongoing cost-cutting efforts, the scheduled increase is intended to keep pace with contractual obligations while ensuring a stable, balanced budget. The scheduled increase also provides better predictability for operators/subscribers by eliminating the need for larger, infrequent increases.

PROPOSED RATES AS OF AUGUST 1, 2022:

Subscribers will be invoiced, on a monthly basis, at the rate of \$1.35 per ticket transmitted. This rate will be increased to \$1.40 on January 1, 2023.

Locate requests transmitted to subscribers by Voice will be billed at the rate of

\$7.31 per ticket on August 1, 2022. This rate will be increased to \$7.58 in January 2023.

Starting in 2024, the Oregon Utility Notification Center will implement an annual service tariff rate increase tied to the Consumer Price Index, not to exceed 3%. If the increase is not necessary in any given year, the board may choose to forgo the increase.

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If you do not wish to receive similar messages in the future, please email [ORunsubscribe@occinc.com](mailto:ORunsubscribe@occinc.com). For all other replies, please email [info@digsafelyoregon.com](mailto:info@digsafelyoregon.com). Do not reply to the sender of this email.

occref: admin@ci.brownsville.or.us::BROWN01~BROWNX01

# Cyber-attacks on Cities and Counties Increasing

From a County that paid hundreds of thousands of dollars in ransom to prevent their residents' private information from being released on the dark web to a City that paid a fake \$250,000 construction invoice (to a new bank account), scammers are increasingly targeting CIS members.

The phishing scheme on the City was particularly inventive. The construction company that was working with the City on a project had the letter "L" in their email address. So, the cybercriminal made up a fake email address using an uppercase "i" — which looks like a lowercase "L" to trick the email recipient. An email address typically uses lowercase letters, so the person who received it thought it was real. The fake construction company's email address looked authentic, and the City's payroll employees didn't confirm by phone with the actual construction company to determine if the invoice was legitimate.

## CIS Looks for Creative Ways to Address Issue

To respond to these increasing attacks, in the next fiscal year's budget, CIS is adding funds for cyber risk management consulting to advise and support cities and counties across Oregon.

According to CIS' Senior Property Claims Consultant Carol Drouet, "our members don't have the funds to repel these sophisticated attacks."

She believes that having a CIS expert to meet with IT directors — and help them identify security issues — will be an important resource to protect them from future cyberattacks.

Another important upgrade for members is to adopt two-factor identification, said Carol.

"It's key because most of our members don't have it," she said. "The increased frequency and severity of the attacks has become a big problem because \$50,000 in cyber coverage (for most members) doesn't go very far."

## Cyber Market Tightens

CIS began offering Cyber Security Coverage in 2011. But with each passing year, cyberattacks have become more sophisticated, frequent, and costly. It's a nationwide problem that has brought volatility to the cyber insurance market. The result is that the nation's risk pools, like CIS, are having a very difficult time securing critical reinsurance to help pay cyber claims. In response, the CIS Board has made important changes to our cyber coverage program.

CIS has created a new [three-tiered program](#). The Board also moved the cyber-liability coverage from our liability-line to the property-line umbrella (starting July 1, 2022). The move from Liability to Property was made because Property is in a better position to support the new program. Most CIS members won't be affected because they already have Property coverage.

Another important change in the cyber program is going from "occurrence basis" to "claims-made basis," which is an industry-standard. In general, a claims-made policy determines coverage based on the date a claim is reported rather than the date when the incident giving rise to the claim occurs.

The Board has implemented other new requirements in order to receive higher coverage amounts. Members should check with their agents to determine which tier would be best for them. The [Cyber application](#) should be completed as soon as possible to receive a quote.

Options	Description
Tier One	\$50,000 in coverage; no application required
Tier Two	\$200,000 additional coverage; application and Discovery assessment required
Tier Three	Still working on identifying an Excess Cyber carrier; application is required

Visit the [Cyber Coverage page](#) for more details or email [Scott Moss](#).

**S. Scott McDowell**

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**From:** Oregon Secretary of State <Oregon.SOS@public.govdelivery.com>  
**Sent:** Tuesday, May 24, 2022 9:46 AM  
**To:** admin@ci.brownsville.or.us  
**Subject:** SOS Report on Systemic Risks in K-12 Education

## P R E S S   R E L E A S E



### **Secretary of State SHEMIA FAGAN The State of Oregon**

Contact: Ben Morris, 971-209-5521, [ben.morris@sos.oregon.gov](mailto:ben.morris@sos.oregon.gov)

#### **SOS Report on Systemic Risks in K-12 Education**

*Nearly a decade of audits provides a roadmap to k-12 success.*

The report can be read on the [Secretary of State's website](#). Direct link [here](#).

SALEM, OR — The Oregon Secretary of State Audits Division released its first ever systemic risk report today. The report draws on six K-12 audits conducted since 2016 and identifies five key risks that could undermine promising new efforts to boost student success.

Secretary of State Shemia Fagan ordered this new style of report to provide proactive support to state leaders. While most audits look back at past performance, this systemic risk report is designed to head-off problems before they occur.

"Education was a lifeline for me," Secretary Fagan said. "Schools in Dufur and The Dalles gave me opportunities to climb out of poverty. All Oregon students, and especially those who are the most vulnerable, deserve the same opportunities."

Strong state leader monitoring and support of the Oregon Department of Education (ODE) is crucial to successful implementation of the 2019 Student Success Act and overcoming pandemic setbacks for students, the auditors found. The 2019 Act, which focused on improving results for low-income and historically underserved students, set new accountability standards and established a corporate activities tax to provide new revenue to K-12 education. It also expanded ODE's capacity for oversight and district support.

The report is addressed to the Governor's Office, the Legislature, and the State Board of Education. The auditors identified key risks and actions these state leaders can take to address them.

**Risk #1: Performance Monitoring and Support:** Performance monitoring is crucial to school improvement. State leaders and policymakers must work with ODE to ensure monitoring of district performance and state support when needed to promote success.

**Risk #2: Transparency on Results and Challenges:** To foster accountability and timely adjustments, leaders and policymakers must require thorough reporting of school improvement results and challenges.

**Risk #3: Spending Scrutiny and Guidance:** Leaders and policymakers should support ODE in providing more analysis of school district spending, helping districts focus spending on student support and offset rising costs.

**Risk #4: Clear, Enforceable District Standards:** Oregon's Division 22 standards for K-12 schools lack clarity and enforceability, allowing low performance to persist. To increase accountability for state funds and student success, leaders and policymakers must balance local control of school districts with reasonable, enforceable standards.

**Risk #5: Governance and Funding Stability:** Reforming education is a complex, long-term effort, requiring leaders and policymakers to set clear goals and foster a long-term focus. A large number of separate programs, unrealistic timelines, and frequent changes in funding priorities and leadership can undermine reform efforts.

State leaders must ensure ODE closely monitors and reports on school district performance, effectively scrutinizes district spending, and quickly discloses challenges in program implementation. State leaders must also think long-term, instead of generating multiple separate programs and priorities for ODE and districts to address.

Other suggested actions included increasing standards for rapidly growing online schools, authorizing ODE to collect crucial student data to increase high school graduation, and supporting ODE's efforts to improve K-12 standards and ensure districts are complying with them. The auditors also asked state leaders to work with ODE to ensure that any new K-12 initiatives and requirements are aligned with the agency's school improvement work.

The report can be read on the Secretary of State's website:  
<https://sos.oregon.gov/audits/Pages/recent.aspx>.

## MONTH END FINANCIAL RECAP

	MAY 2022		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 26,357.85	\$ 117,807.46	\$ 1,103,769.88	32.33%	\$ 2,310,707.12	1
2 WATER	\$ 35,959.02	\$ 24,960.75	\$ 331,683.63	35.97%	\$ 485,566.37	2
3 SEWER	\$ 36,127.42	\$ 21,004.46	\$ 820,425.58	69.48%	\$ 261,774.42	3
4 STREETS	\$ 15,646.50	\$ 22,642.17	\$ 173,219.37	47.32%	\$ 192,830.63	4
5 WATER BOND	\$ 112.46	\$ -	\$ 46,248.00	30.33%	\$ 28,054.00	5
6 SEWER BOND	\$ 279.74	\$ -	\$ 299,691.23	99.37%	\$ 17,658.77	6
7 SEWER DEBT FEE	\$ 12,017.90	\$ -	\$ 128,086.21	102.47%	\$ -	7
8 BUILDING & EQUIPMENT	\$ 163.52	\$ -	\$ -	0.00%	\$ 192,400.00	8
9 WATER RESERVE	\$ 2,033.81	\$ -	\$ -	0.00%	\$ 100,800.00	9
10 HOUSING REHAB	\$ 163.23	\$ -	\$ -	0.00%	\$ 215,271.00	10
11 WATER SDC	\$ 4,331.94	\$ -	\$ -	0.00%	\$ 44,600.00	11
12 SEWER SDC	\$ 10,909.34	\$ -	\$ -	0.00%	\$ 415,675.00	12
13 STORMWATER SDC	\$ 4,120.26	\$ -	\$ -	0.00%	\$ 104,505.00	13
14 BIKEWAY/PATHS	\$ 150.20	\$ -	\$ -	0.00%	\$ 52,990.00	14
15 LIBRARY TRUST	\$ 5.63	\$ -	\$ -	0.00%	\$ 7,412.00	15
16 CEMETERY	\$ 6.18	\$ -	\$ -	0.00%	\$ 8,826.00	16
17 TRANSIENT ROOM TX	\$ 1.37	\$ -	\$ 1,000.00	100.00%	\$ 2,120.00	17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19 LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 9,995.00	19
20 COMMUNITY PROJECTS	\$ 106.69	\$ -	\$ 19,152.14	13.48%	\$ 118,222.86	20
	\$ 148,493.06	\$ 186,414.84	\$ 2,795,189.83			

### Key Bank Account

<i>General Checking</i>	\$ 153,200.65
<b>Oregon State Treasury</b>	\$ 6,013,940.31
<i>Community Improvements</i>	\$ 168.08
<i>Project Escrow Holding</i>	\$ 10.39
<i>Project Holding Acct #2</i>	\$ 103,012.10
<b>TOTAL OST / LGIP</b>	<b>\$ 6,117,130.88</b>

### Annual Bond Payment

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

2021-2022	YTD	% of Total
Appropriated	\$ 7,857,013.00	35.58%

### Total Bonded Debt (Principal Only)

<i>Water</i>	\$ 847,897.50
<i>Wastewater</i>	\$ 5,126,135.50
	<b>\$ 5,974,033.00</b>

**Total Bonded Debt is \$9,157,976 (Principle & Interest)**

### ARPA Funds

<i>(American Rescue Plan Act)</i>	\$202,343.92	Received 8/25/2021
	\$113.83	Received 10/25/2021
	\$202,457.75	Total Funds Received
	\$202,457.75	Funds Disbursed YTD