

# Council Agenda Packet

Tuesday, July 26<sup>th</sup>, 2022 | 7:00 p.m. | Council Chambers | In-Person



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★	<i>Please visit:</i> <a href="https://www.ci.brownsville.or.us/citycouncil">https://www.ci.brownsville.or.us/citycouncil</a> for these preparation documents, 1) Water Management & Conservation Plan (WMCP), 2) Project Outlook TTDL, and 3) Mayor's Association Newsletter [Q2].



## Council Meeting

Tuesday, July 26<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: June 28<sup>th</sup>, 2022 [Tricia TRT Abstention Note]
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
  - A. Cascade West Council of Governments | Ryan Vogt
  - B. Annual Project Outlook Checklist Review
  - C. City & Emergency Preparedness Website Overview
- 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 2022.18:** Water Management & Conservation Plan Acknowledgment



- B. **Resolution 2022.19:** Recommending Psilocybin Ballot Measure
- C. **Ordinance 790:** Psilocybin Ban

10) ACTION ITEMS:

- A. Central Linn Recreation Center Renovation Proposal

11) DISCUSSION ITEMS:

- A. Utility Ordinance Revisions
- B. Nuisance Ordinance Consideration
- C. ROI Grant Disbursements | Inception-to-Date
- D. June 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.



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

**ROLL CALL:** Mayor Ware called the meeting to order at 7:00 p.m. with Councilor Thompson, Council President Hansen, Councilor Humphreys, Councilor Chambers, Councilor Neddeau, and Councilor Craven were all present. Public Works Superintendent Karl Frink, Administrative Assistant Elizabeth Coleman (7:20-8:15 p.m.), and City Administrator Scott McDowell were also present.

**PUBLIC:** Dan Murphy, Don Lyon, Jeff Brown, Lynlee Bischoff, Yolonda Tauzer, Irma Hodge, Barbara Anderson, Nate Conroy, Sandy Saltzer, Richard & Michelle Mickelwright, Penny Rosenberg (*Albany Democrat-Herald*), Tia Parrish (*The Times*), Sergeant Steve Frambes were present.

The pledge of allegiance was recited.

**ADDITIONS AND DELETIONS:** None were made.

**MINUTES:** Councilor Neddeau made a motion to approve the May 24<sup>th</sup>, 2022 Council minutes as presented. Councilor Humphreys seconded the motion and it passed unanimously.

## **PUBLIC HEARING | PRESENTATIONS:**

- RAIN & Nate Conroy.** Nate Conroy from RAIN (Regional Accelerator Incubator Network) provided his quarterly report to Council. Rayna Waltz was planning to attend but fell ill. Waltz runs a successful business which would not have been possible without the assistance of RAIN. Conroy reviewed the purpose of the agreement between the eight cities and noted significant achievements over the last few months. Mayor Ware asked about how many people in Brownsville were being helped. Conroy said three folks are actively involved. Conroy thanks the Chamber of Commerce for their assistance in helping contact local entrepreneurs who are interested in assistance and spoke about the kinds of available assistance.
- Budget Public Hearing | FY 2022-2023.** Mayor Ware opened the public hearing for budget consideration. No one from the public chose to speak. Ware closed the floor. Budget highlights are as follows:
  - ▶ 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.
- Cybersecurity Review.** McDowell reviewed a cyber security presentation as required by CIS twice a year. McDowell indicated that during the Pandemic there was a huge surge in cyber crime. McDowell shared some of the internal policies the City employs to make sure we do not become victims of cyber crime. The City has already experienced two incidents. End users are the most important people in keeping the system safe. Due to the rush to put everything on the Internet, a significant liability has been created for all. McDowell expects the Federal government to work together with the state governments to build more secure systems. Cities and critical businesses have been dramatically impacted by cyber crime through the United States. McDowell explained changes in CIS coverage.



## **DEPARTMENT REPORTS:**

1. **Linn County Sheriff's Office (LCSO) Sheriff's Report.** Sergeant Steve Frambes reviewed the numbers from May that included 15 citations, 7 warnings. Frambes said that he intended to bring a guest this evening, but it didn't work out this time. Frambes was excited to report that there were no crimes reported last month. Councilor Thompson shared a personal experience she had with the Sheriff's Office in Pioneer Park. She was impressed by the speedy service and consideration of her concern. She felt very reassured about the importance of this service.
2. **Public Works (PW).** Superintendent Karl Frink reported that the Water Treatment Plant was switched from the wells over to the infiltration gallery last week. Frink said the river to support this switch even though the river level is higher than normal. Frink reported that a tree had fallen in the 'kiddie park' along Park Avenue into the Old Water Treatment Plant. Public Works is in the process of removing the tree and restoring the fence. Frink said the crew was working on two water leaks, 1) behind City Hall and, 2) on Willson Avenue.

Frink reminded Council about the discharge extension the City received from the Department of Environmental Quality (DEQ). Frink completed the discharge of 8 million gallons at the South Wastewater Treatment Plant on May 27<sup>th</sup>, and 18 million gallons from the North Wastewater Treatment Plant on June 3<sup>rd</sup>.

Frink wanted to clarify why the City sprays for weeds. Frink receives complaints about the City spraying in Pioneer Park. The City sprays for weeds in accordance with the Oregon Department of Agriculture requirements. The City has two licensed operators and uses this method to save time. Public Works is already stretched thin and maintaining all of the grass and weeds is a significant chore. Frink shared that the cemetery took over nearly a week to prepare for Memorial Day yielding 7 dump truck loads of material.

Frink indicated that the City Engineer was reviewing a possible grade concern with a sanitary sewer line in the River's Edge Subdivision. Frink stated that the line may have been put in with the incorrect slope which would mean reconstruction of all affected lines. He explained the importance of slope, standards and the concerns caused by installation mistakes.

3. **Administration.** McDowell was happy to report that events are returning to Pioneer Park. In July, Pioneer Park will host the 4<sup>th</sup> of July celebration, the Stand by Me Day on July 23<sup>rd</sup> and the return of the Rally on the River, the vintage trailer show, the third week of July.

McDowell said the last municipal court date was May 18<sup>th</sup>, 2022. The transition to the Linn County Justice Court is complete. McDowell said his important to remember the City will still have obligations under this agreement with the Linn County Justice Court including a contract with judge, software companies and the Linn County Sheriff's Office to name a few. McDowell shared a card from Carol Humphries with Council, and he thanked Mayor Ware & Brett Deaver for watching the office during Carol's retirement party.

McDowell reported that the Linx Bus Service was operational in town as of June 21<sup>st</sup>, 2022. McDowell thanked Mayor Ware and Councilor Thompson for helping with this project. Linx is the City of Lebanon's transportation service that is offering bus service on Tuesdays and Fridays in Brownsville. Stops include the American Legion Senior Center at 339 N. Main Street and the Assembly of God Church at 313 Washburn Street. Mayor Ware reported that the service is exciting and easy to use. Ware shared his personal experience riding the bus service and feels it is a good alternative with gas prices so high.

The communities involved with disaster preparedness have decided to move forward with a contract that will begin in October of 2022.



McDowell said that the next steps for the budget will be to input the data into the General Ledger system, update the website and prepare official documents for the County Clerk's Office and the County Assessor's Office. Administrative Assistant Tammi Morrow and McDowell will be closing the fiscal year, preparing the new fiscal year and getting ready for the audit which will be held the first week of August.

McDowell reported that the City has started the weeds and nuisances program as reported last month. The weather has not cooperated as rain has made it difficult for folks to mow. The City will finish up the weeds abatements over the next two weeks. Several properties have been sent letters for nuisances and most have already taken care of those issues.

McDowell reminded Council that River's Edge Subdivision has a homeowners association. McDowell also said that it is important to remember that the open space is a private park, not a public park, and the drainage is also private not public drainage which is the purpose and responsibility of the homeowners association.

McDowell said items such as the Pacific Power Franchise Agreement, the Canal Company, and the Water Management & Conservation Plan were pending and still in the works.

4. **Planning.** Report included in the Council Agenda Packet. No comments.
5. **Library.** Report included in the Council Agenda Packet. No comments.
6. **Court.** Report included in the Council Agenda Packet. No comments.
7. **Council Comments.** No comments.
8. **Citizen Comments.** Lynlee Bischoff, Coshow Avenue, declared that she was a member of the Parks & Open Space Advisory Board. She often walks in Pioneer Park. Recently, she noticed graffiti that she volunteered to remove. Mr. Frink responded by saying he would make paint available for her use tomorrow morning.

Yolonda Tauzer, Kirk Avenue, reviewed her marital status and what she prefers to be referred to and then read a prepared statement which is attached to these minutes.

## **LEGISLATIVE:**

1. **Resolution 2022.14: Water Rates Annual Adjustments.** *Councilor Chambers made a motion to approve R 2022.14, the 7% increase version, as presented. Councilor Humphreys seconded the motion and it passed unanimously.*
2. **Resolution 2022.15: Sewer Rates Annual Adjustments.** *Councilor Chambers made a motion to approve R 2022.14, the 7% increase version, as presented. Councilor Neddeau seconded the motion and it passed unanimously.*
3. **Resolution 2022.16: Adopting FY 2022-2023 Budget & Making Appropriations.** *Councilor Humphreys made a motion to approve R 2022.16 as presented. Councilor Neddeau seconded the motion and it passed 5-2. Councilor Chambers & Councilor Craven voted in opposition.*

Councilor Chambers expressed concern over the \$10,000 E-book platform explaining that this will be a yearly expense and the City is only receiving a donation for the first year. By adopting this program, the catalogue system will have to change causing more work for the Librarian. She would



like to review this item annually and wants the numbers of users. Councilor Thompson had thoughts about creating a committee. McDowell said that a committee already exists by State law, the Library Advisory Board. He encouraged any questions to be directed toward the Board for clarification, more information or just to discuss the program. Councilor Humphreys felt that it would be a good program addition due to the demographics of Brownsville. McDowell said that he would make a note for next year's budget preparations to review this particular item.

4. **Resolution 2022.17: Year End Transfers FY 2021-2022.** Councilor Humphreys made a motion to approve R 2022.17 as presented. Councilor Chambers seconded the motion and it passed unanimously.

Mayor Ware briefly described the purpose of the resolution.

5. **Ordinance 789: Repeal Transient Room Tax.** Councilor Chambers made a motion to read by title only. Councilor Humphreys seconded the motion, and it was approved unanimously.

Mayor Ware read the proposed ordinance title.

Councilor Humphreys made a motion to adopt O 789 as an emergency ordinance. Councilor Chambers seconded the motion and it passed unanimously.

## ACTION ITEMS:

1. **Approve Delinquent Assessments.** Councilor Neddeau made a motion to adopt the assessments as necessary. Councilor Thompson seconded the motion and the motion passed unanimously.

McDowell briefly explained the purpose of this Council action.

2. **Authorize 2022 General Election Advertisements.** Councilor Hansen made a motion to authorize the election advertisement. Councilor Thompson seconded the motion and the motion passed unanimously.

Mayor Ware read the resolution.

3. **Adopt Public Works Standards.** McDowell recounted the importance of Public Works Standards. Originally adopted by Council in 2014, the Standards have been an invaluable tool to ensure that City infrastructure is properly installed and the integrity of the City systems is properly maintained. The taxpayers rely on the City to these items being constructed correctly. City Engineer Ryan Quigley, Public Works Superintendent Karl Frink and Administrative Assistant Elizabeth Coleman did a fantastic job revising putting these Standards.

Councilor Neddeau made a motion to adopt the Public Works Standards as presented. Councilor Thompson seconded the motion and the motion passed unanimously.

4. **Central Linn Recreation Center Renovation Project.** McDowell gave a brief overview of this project. The report is part of the Council Agenda Packet. The recommendations include the following:

**Staff Recommendations** | corresponds to the first page of Walen Construction's estimate as follows:

*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

McDowell said Council will need to move quickly to meet the construction schedule. McDowell recommends putting the project out for bid in early November so the project can be under construction by the first of December 2022. The City wants to ensure the least amount of disruption to the Central Linn Recreation Association programming as possible. Current inflation and transportation issues may cause substantial delays if the project were to be handled according to normal procedures.

*Councilor Chambers made a motion to move forward with the Central Linn Recreation Renovation project as presented by Staff. Councilor Craven seconded the motion and it passed unanimously.*

5. **League of Oregon Cities Legislative Policy Ballot.** McDowell explained the process employed by the League of Oregon Cities for developing policy choices. Historically, the Council has reviewed the policy and agreed through consensus on Staff recommendations. Discussion ensued.

McDowell shared these five policies, 1) Economic Development Incentives, 2) Address Measure 110 Shortcomings, 3) Cybersecurity & Privacy, 4) Attorney Client Privilege, and 5) Funding for recovery of abandoned Recreational Vehicles.

McDowell shared some of the failed policies employed by the State of Oregon and how those will impact Brownsville unfavorably. Mayor ware concurred and wondered if it was worth even sending in the City’s vote as the League does what the bigger cities dictate.

*Councilor Craven made a motion to submit the policy choices as presented by Mr. McDowell. Councilor Humphreys seconded the motion and the motion passed unanimously.*

Councilor Hansen shared the Councilor Thompson and Administrative Assistant Tammi Morrow recently attended a quarterly meeting of the League of Oregon Cities. He shared his frustration about the direction the League is heading with policy and wishes that something could be done to properly protect rural voices and issues.





## DISCUSSION ITEMS:

1. **Annual Project Outlook Checklist Review.** McDowell discussed the purpose of the checklist and how it was tied to the annual budget. McDowell requested this item be brought back to the July meeting when Council had more time to review these items. Council agreed by consensus.
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. **May Financials.** No comments or questions.

## CITIZEN QUESTIONS & COMMENTS.

No one chose to speak.

## COUNCIL COMMENTS.

Councilor Hansen reviewed this ongoing articles in The Times & the Albany Democrat-Herald. Hansen, again, reiterated the City position. Mr. Parrish can print whatever he chooses in his newspaper as can the Herald. The City made a few recommendations for members and how the City may handle future messaging to provide factual information to the citizens of Brownsville. Hansen said all members of Council understand the difference between editorial comments and reporting. Council would never infringe on the freedom of the press and all the civil liberties afforded by the Constitution.

Hansen asked McDowell to discuss the outcome of the Ad Hoc Committee.

McDowell said the motion made by Council at the last meeting was to basically review guidelines for City information that would be either sent to news sources or placed on the website. McDowell explained how the City handled this over the last fifteen years. McDowell would send an audio recording to all area media sources. The City created a very productive relationship with all of those media sources. McDowell proposed that he would complete a summary of Council meeting and create press releases from time to time to spread the news of Council. Councilor Thompson and Humphreys made similar suggestions during recent meetings with Mr. McDowell. McDowell showed where the information would be placed on the City website. Council agreed by consensus.

**ADJOURNMENT:** *Mayor Ware adjourned at 8:39 p.m. All voted in favor of adjournment.*

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City Administrator S. Scott McDowell

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Mayor Don Ware

To: Members of the Brownsville  
City Council

June 28, 2022  
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①

It has been a couple of months since I've attended a Council meeting. However, I've been following the recent newspaper coverage (both The Times and the Albany Democrat-Herald) regarding Council business and affairs, as well as reading Council Minutes posted on the city's website. Needless to say, both newspaper coverage and Council minutes have made for some interesting reading lately.

However, my concern tonight is in regards to certain statements made by Councilor Craven during last month's Council meeting (May 24, 2022) when expressing his concern over The Times editor Vance Parrish's May 11, 2022 editorial. In Councilor Craven's opinion, ~~the~~ Parrish's May 11 editorial "distorted" and "disinformed" "the citizens of Brownsville". Councilor Craven goes on to accuse Parrish of relying on "hearsay" and of "pushing to rumors" when writing his editorial. As a result, Councilor Craven felt that the editor needed a little talking to, so to speak, via the formation of an ad hoc committee composed of Council members.

In his remarks to Council Councilor Craven went on to say that his concerns were "crystallized" after Parrish's editorial, believing that it was "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."

Because Councilor Craven's statements do not provide any specific evidence of such, I would like to request examples of community members' so-called "attacks" on Council members  
(Crit)

and staff, keeping in mind that a question, comment, or opinion to which Councilor Craven, or any Councilor for that matter, does not agree does NOT constitute an "attack". Also, in what way was the city's business interrupted during the time "certain community" members were in attendance? Examples, please?

As a 17 year resident of Brownsville, I am concerned and offended by Councilor Craven's divisive insinuations and hyperbolic calling-out of members of this community as gossip, rumor-mongering malcontents out to attack Council and staff and interfere with the carrying out of city business. I am equally appalled that our local Editor was maligned in a similar fashion as to undermine his integrity, honesty, credibility, and professionalism (as was ~~as was~~, I might add, a former Council member). Such unnecessary finger-pointing rhetoric by a member of this Council does not help heal an already fractured community.

Ms. Yolonda Tauzer  
Brownsville

Rik Tauzer  
Brownsville



July 26<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.

“We have a choice... to live or to exist.”  
~ Harry Styles, Singer-Songwriter

“Expect nothing and appreciate everything.”  
~ Anonymous

“Never ruin an apology with an excuse.”  
~ Anonymous

“Don’t settle for style. Succeed in substance.”  
~ Wynton Marsalis, Jazz Musician



August 6<sup>th</sup>, 2022



August 27<sup>th</sup>, 2022



September 1<sup>st</sup> – 4<sup>th</sup>, 2022

## AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

### 6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. **Cascade West Council of Governments & Ryan Vogt** – Executive Director Ryan Vogt will provide an oral report on happenings with the Cascade West Council of Governments.
- B. **Annual Project Outlook Checklist Review | FY 2021.2022** – Every year I publish this document to ensure that the organization is tracking on what Council and the other boards and committees wanted to accomplish for the fiscal year. The document is directly linked to the budget which sets priorities for the year. New items crop up for a variety of reasons that reorder priorities. Staff documents any changes that occur via reports and Council updates. Overall it is a very useful planning tool.
- C. **City Website Review** – I will provide an overview of the City websites features along with the Emergency Preparedness website. I do this annually to make sure everyone remembers the amount of content on the website and to review the website’s functionality.

### 9) LEGISLATIVE:

- A. **Resolution 2022.18: Water Management Conservation Plan Acknowledgement** – The City was required by the State of Oregon to adopt a WMCP plan. Council hired Oregon Association of Water Utilities (OAWU) to complete the required report. The report will be filed with the Oregon Water Resources Department (OWRD) for their official review. Staff is simply asking Council to acknowledge the report has been completed and will be filed with the State.



Staff is not asking Council for official approval. The City will wait for the State’s official review to be completed prior to officially adopting the plan.

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

Pass this resolution to acknowledge the draft WMCP.

- B. Resolution 2022.19: Authorizing Psilocybin Ballot Measure** – The City has the option of placing a vote to the citizens of Brownsville regarding psilocybin. The State of Oregon has authorized this procedure to allow for local control on such a matter. Psilocybin is currently listed as an illegal substance according to the Federal Controlled Substance Act. Linn County is placing this issue before voters as well. Since Council allowed citizens to vote on cannabis, which is also an illegal substance according to the Federal Controlled Substance Act, it seems prudent to allow voting on this matter.



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

Pass the resolution and authorize Staff to place on the ballot for voter consideration at the November election.

- C. Ordinance 790: Psilocybin Ban** – This ordinance would come into effect only if the citizens of Brownsville voted against allowing psilocybin.

10) ACTION ITEMS:

- A. Central Linn Recreation Center Renovation Project** ☑ – I have consulted with Woodblock Architecture regarding the next steps for the renovation project as approved by Council at the last meeting. Woodblock is preparing a proposal for the project’s next steps.

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

Consider approving the proposal to keep the project moving forward.



11) DISCUSSION ITEMS:

- A. Utility Ordinances Revisions** – Staff would like to review with Council some proposed changes to the ordinances governing City utilities. The ordinances were written long ago and some of the practices required by these ordinances are inefficient and antiquated.
- B. Nuisance Ordinance Consideration** – Staff would like to have Council consider adding a seventy-two (72) hour notice to the ordinance that would pertain to weeds and noxious vegetation. Due to circumstances beyond the City’s control, weeds were not mowed until late.
- C. 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.



**D. June Financials**

**UPDATES, INFORMATION & HAPPENINGS**

**Active: Woodblock & Associates Proposal [[G5]]** ☑ – Woodblock is currently preparing a proposal based on Council’s renovation approvals at the last Council meeting. I hope to have the proposal on Monday, July 25<sup>th</sup>, 2022 so that I can review the proposal with each Councilor prior to the meeting. I am hoping to avoid the need for a special meeting. Please see above and refer to the information in the agenda packet. Please see last month’s meeting minutes to see the details of what Council approved.



Steve Wills

*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.

**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.

**Central Linn Picnic Association Meeting** – Administrative Assistant Elizabeth Coleman and I met with Leisa Keiser & Holly Gosda to iron out a few maintenance details contained in the Picture Gallery agreement.

**Linn County Announcement** – Linn County introduced Steve Wills as the new director of the Linn County Planning & Building Department. Please see the news release in the agenda packet for more details.

**Linn County Planning & Building (LCPB) | Quarterly Contract Cities**



Administrative Assistant Elizabeth Coleman and I attended the latest meeting with the County and contract cities. LCPB has made significant staffing changes. All cities were happy with the transition and the County’s attentiveness to city needs. A few problems were addressed concerning fees and fee schedules. The County is still working on full implementation of their e-permitting system. The group will talk about the long awaited update to the Urban Growth Boundary (UGB) agreements the cities have with Linn County. Brownsville’s has not be reviewed since 1978. Now we have development happening in the UGB which has caused a few problems we are still trying to work out.

**Employee Benefits** – Administrative Assistant Jannea Deaver and I attended the annual employee benefits review for the upcoming year. The City has until July 26<sup>th</sup>, 2022 to complete the Request for Coverage for all coverages. Darrin Godfrey & Deidre Thede of HUB serve as the City’s insurance agent when certain needs arise.





**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.

**REAL MVP Meetings | [G3]** – The group is considering hiring a consultant to assist with developing future strategies and goals. The next meeting is the Thursday after Council meeting.

*From 6.28.2022:* 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.

**Authorize Rural Economic Alliance (REAL) Agreement Extension | [G3]**

*From June 28<sup>th</sup>, 2022:* 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.

**RAIN Grant Coordination | [G3]** – I will be filing the report for July.

*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]** – *From 6.28.2022:* 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.



## **Policy & FYI Document**

Staff will be reviewing the Policy & FYI document with Council.

## **Private Property Development Cost Responsibility**

Private property developers bare the costs associated with their development. Developers are responsible for developing engineering plans for civil infrastructure, surveying, architectural plans, landscaping plans, contacting & arranging for the installation of utilities such as electric, natural gas, telephone, and permitting requirements with the State of Oregon, Linn County and the City of Brownsville. Developers are responsible for installing all infrastructure necessary for their development including any required inspections. For example, private developers are required to pay for paving inspections, water line testing, sewer line testing and so on. The City does not bare any of these associated costs. All engineering reviews that are required by the Brownsville Municipal Code are billed to the developer.



The City taxpayers are not responsible for paying for their development, nor should they be.

Development is expensive. Below are some examples of civil infrastructure costs. Prices vary and are used for illustration purposes only:

- ▶ Concrete Curb & Gutter                      \$20-\$30 per foot
- ▶ Concrete Sidewalks                            \$15-\$10 per foot
- ▶ Water line Installation                        \$300-\$350 per foot
- ▶ Sewer line Installation                        \$400-\$500 per foot
- ▶ Stormwater line Installation                \$350-\$425 per foot
- ▶ Asphalt Pavement                                \$2,800-\$3,200 per foot depending on width

Many other requirements may come into play such as extensive earth work and/or floodplain requirements for example that can also prove to be very costly endeavors.

## **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		Hours
		Citations	Warnings	
2022	June	11	16	176
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
	<i>Subtotal</i>	314	222	3810.9
	<b>Total Average</b>	17.44	12.33	211.72
		<b>Cites</b>	<b>Warnings</b>	<b>Hours</b>

**LCSO Quarterly Meeting | [G1]** – The new lieutenant is Brian Hardy taking over for Beth Miller. The Fourth of July was well covered by the SO.

*From June 28<sup>th</sup>, 2022:* 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.





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

## 2 Goal 2 | Water Rights

**Oregon Association of Water Utilities (OAWU) | [G2]** – The City will soon be submitting the required report with the State. More information to follow.

*From June 28<sup>th</sup>, 2022:* 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.



**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** – See REAL progress above for more information.

## 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.



**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.



Dave Kinney

**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.

## 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.

## 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.

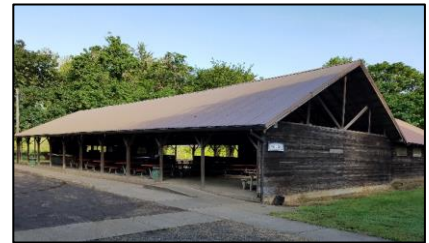


## ACTIVE, PENDING & STALLED

### **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

### **Completed: General Ledger Preparations** – Administrative Assistant Tammi Morrow and I closed out FY 2021.2022 and entered the numbers for FY 2022.2023.

### **Completed: Budget Certifications** – Administrative Assistant Tammi Morrow and I certified the FY 2022.2023 budget with Linn County Clerk’s Office and the Linn County Assessor’s Office as required.

### **Completed: Audit Preparations** – Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow and I have uploaded the documents requested by City Auditor SingerLewak in advance of their visit the second week of August. Staff was delayed for a variety of reasons, but hopefully the information will prove useful to new lead auditor Katherine Wilson.





- ✓ Nate Conroy links provided on the City Council webpage.
- ✓ Revamped EPC Website.
- ✓ Weeds & Nuisances posted.
- ✓ Public Works completed preparations for Rally on the River.
- ✓ Reviewed Rec Center Renovation next steps with Woodblock & Associates.
- ✓ General election preparations & inquiries.
- ✓ Public Works Standards were placed on-line for reference.
- ✓ Submitted League of Oregon Cities legislative priorities.

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

## BUDGETING AND FINANCE

### Property tax hikes proposed across Utah

Almost 90 cities and districts across Utah have proposed to raise property tax rates this year, with the largest increase at 259%. The unusually high number of proposals raises the risk of some homeowners facing threefold increases if their city, water district and school district all raise taxes.

**Full Story:** [KUER-FM \(Salt Lake City\) \(7/18\)](#)

## BUDGETING AND FINANCE

### Climate tax under consideration in Boulder, Colo.

Officials in Boulder, Colo., are considering a climate tax to replace two existing utility taxes that have repeatedly garnered community support. The tax, which would shift the burden of funding climate resilience efforts from residents to commercial and industrial businesses in the city, could generate between \$5 million and \$8 million per year.

**Full Story:** [Colorado Public Radio \(7/14\)](#)



## LEGISLATION, POLICY AND GRANTS

### Pandemic rules framework rejected in Del. city

City Council members in Newark, Del., have rejected a proposal by Mayor Stu Markham to create standards for reinstating pandemic restrictions if COVID-19-related hospitalizations in the state exceed 400 for a week or more. "Right now we have nothing in the way of code to deal with any kind of pandemic," Markham said, adding that he is considering bringing forward an amended version of the proposal.

**Full Story:** [KPVI-TV \(Pocatello, Idaho\) \(7/13\)](#)





## Public Works Report July 20, 2022

### Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the month of July.
- *Distribution System* – There were two small water leaks this month. One leak was at City Hal, one leak on Willson Ave.
- *Cross Connection Program*- A total of 68 new backflow devices have been added to our water system. Backflow testing will be scheduled soon.
- *Water Treatment Plant* – We switched water sources from the wells to the infiltration gallery on June 25<sup>th</sup>. All of the instruments have been calibrated to factory specifications. Filter 2 has been cleaned and scraped. We are currently seasoning the filter and will return it to service on Friday, July 22<sup>nd</sup>.
- *Misc.* – Public Works will begin hydrant flushing in August and will flush all fire hydrants in our system. The large oak tree that fell on the old water plant has been removed and cleaned up. The Water Management and Conservation plan is complete and has been reviewed. The plan will be returned to fix any edits before final submission to Oregon Water Resources.

### Sewer:

- *North Lagoons* – This facility has been mowed.
- *South Lagoons*- This facility has been mowed.
- *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 continues to mow rights-of-ways throughout town. Public works is currently trimming ditches and rights-of-way.
- *Asphalt/ Gravel Road Maintenance* –All gravel streets and access roads have been graded and dust control applied. Street painting is near complete.
- *Storm Drainage* – Nothing to report this month.
- *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 for Rally in the Park and Stand By Me Day. Several stumps are currently being ground out and one dead tree will be removed soon.
- *Blakely Park* – The Park is mowed and maintained as needed.
- *Kirk's Ferry Park* – This Park is mowed and maintained as needed.
- *Remington Park* – This park is mowed and maintained as needed. The park sign will be installed soon. Some work will be done to the log structure to improve its usability.

### Cemetery:

- *Grounds* – Public works mowed and trimmed the entire cemetery.

**Library:**

- *Grounds*- This facility has been mowed and maintained as needed. One stump located at the SW corner of the library will be ground out soon.
- *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* – Nothing to report this month.
- *Misc.* – The glazing around the windows at the Picture Gallery is currently being repaired.

**City Hall:**

- *Buildings*- Nothing to report this month.
- *Grounds* –The grass is mowed and maintained weekly, or as needed. The irrigation has been turned on.
- *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

## JULY 2022

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

• Mechanical	Install HP w/AC	871 Maple St.
• Mechanical	Install HP w/w AH	231 Putman St.
• Structural	20x20 Garage	315 Kirk Ave.
• Mechanical	Replace AC – Commercial	313 Washburn St.
• Mechanical	Add AC	410 Faust St.
• Mechanical	Replace HP	514 Henshaw Dr.
• Construction	8x12 Patio Cover	814 Kirk Ave
• Fence		214 Averill St.
• Fence		419 Depot Ave.
• Fence		417 Depot Ave.
• Fence		801 River Ave.
• Fence		803 River Ave.
• Fence		500 Loucks Way #10

Elizabeth E. Clemen





# 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: June**

<b>TRAFFIC CITATIONS: -----</b>	<b>11</b>
<b>TRAFFIC WARNINGS: -----</b>	<b>16</b>
<b>TRAFFIC CRASHES: -----</b>	<b>2</b>
<b>ADULTS CITED/VIOLATIONS: -----</b>	<b>0</b>
<b>ADULTS ARRESTED : -----</b>	<b>4</b>
<b>JUVENILES CITED/VIOLATIONS: -----</b>	<b>0</b>
<b>JUVENILES ARRESTED: -----</b>	<b>0</b>
<b>COMPLAINTS/INCIDENTS INVESTIGATED:-----</b>	<b>109</b>

**TOTAL HOURS SPENT: 176 hours**

**CONTRACT HOURS = 200 HOURS**

**Michelle Duncan,  
Sheriff, Linn County**

**By: Sergeant Steven Frambes**



## Library Advisory Board

### *Librarian's Report*

June 2022

Here are a few facts about our library the month of June 2022. We have received 61 new books for the library. Volunteers donated 98.75 hours to our library. There were 1,481 materials checked out. 451 adult fiction books; 135 adult non-fiction books; 111 audio books; 447 children's books; 177 junior books; 76 junior reference books and 84 large print books.

In June we held 7 children's programs with 92 participants. There were 5 programs for adults with 18 participants.

Over the past couple months, I have been watching the circulation statistics here at the Library. Actually, I look at them each month to ascertain if the services, programs, and books are making a difference in our community. Overall, I say yes, but during the pandemic the Library saw a huge drop in circulation. It is a time of rebuilding. Below is a chart of circulation numbers for the past 4 years. Beginning in March 2020 you see the drop in circulation numbers and these past four months how they are back to normal.

	Average	2021/22	2020/21	2019/20	2018/19	2017/18
July	1509.60	1344	1375	1428	1412	1524
August	1425.90	1161	1109	1483	1576	1626
September	1260.70	1063	1080	1479	1491	1125
October	1376.00	1160	1321	1501	1247	1397
November	1278.90	1036	1060	1337	1513	1529
December	1210.00	942	1082	1229	1145	1240
January	1288.40	1191	1169	1314	1161	1466
February	1283.10	1035	1087	1224	1391	1422
March	1380.00	1255	1257	725	1503	1450
April	1345.70	1286	1286	683	1467	1252
May	1339.50	1332	1130	882	1644	1452
June	1178.50	1481	1074	1224	1026	1163
Total Books/year	15876.30	13165	14030	14618	16576	16646
Registered Borrowers/year	219.00	236	199	221	381	300

We are looking forward to the Summer Reading Program! Activities include tie-dye, camping preparedness, rock painting and Caesar the No Drama Llama. Keep calm and read on!

*Sherril*

Respectfully submitted,  
Librarian Sherri Lemhouse



**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.

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### 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.

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### 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.
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### 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

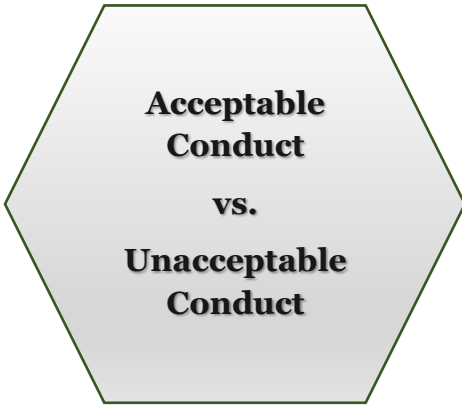
- 3. Strategize & Develop Action Steps
- 4. Implement & Execute
- 5. Review Outcomes

## 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





## Council Meeting Synopsis

**Council met in regular session at 7:00 p.m. in Council Chambers on July 28<sup>th</sup>, 2022.**

- ★ All members of Council were present. Mayor Ware presided.
- ★ Nate Conroy, RAIN (*Regional Accelerator Incubator Network*), gave his quarterly report on recent activities and developments. Conroy is working with the local Chamber of Commerce and three entrepreneurs in Brownsville. Brownsville is part of nine cities working on regional economic development effort under the name of REAL (*Rural Economic Alliance*).
- ★ Council held the final public hearing for the fiscal year (FY) 2022.2023 budget.
- ★ City Administrator Scott McDowell gave a brief cybersecurity presentation as required by City/County Insurance (CIS). During the Pandemic, cyber crime exploded nationwide causing insurance coverage changes and increased all associated concerns & challenges with technology based systems.
- ★ Council unanimously passed a 7% rate increase for water & sewer services starting July 1<sup>st</sup>, 2022.
- ★ Council passed Resolution 2022.16 which officially adopted the FY 2022.2023 budget. Mayor Ware, Councilor Hansen, Councilor Thompson, Councilor Neddeau, Councilor Humphreys voted in favor and Councilor Chambers and Council Craven voted against. Councilor Chambers and Craven were not in favor of a new e-book system for the Library due to all future related expenditures and operational concerns. Total budget is \$8,644,883.
- ★ Council unanimously passed Resolution 2022.17 which showed year end transfers for FY 2021.2022.
- ★ Council unanimously passed Ordinance 789 to repeal the Transient Room Tax, as an emergency. The City will no longer collect this 6% tax as of June 30<sup>th</sup>, 2022.
- ★ Council authorized advertisements for the November Election. Mayor Ware, Councilor Thompson, Councilor Hansen and Councilor Neddeau are up for election in November. Mayor Ware and Councilor Neddeau have declared that they will not seek re-election.
- ★ Council adopted revised Public Works Standards. Council originally adopted Public Works Standards in 2014. Standards guide all development as it pertains to public civil engineering and certain other public processes required by local, State & Federal law.
- ★ Council approved Staff recommendations for the Central Linn Recreation Center renovations project. Staff recommended the following items:

### 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

- ▶ Create a catering kitchen. A commercial kitchen adds over \$250,000 to the project.
- ▶ Select composite flooring over wooden flooring. Composite flooring saves nearly \$100,000 and provides some operational advantages.



▶ Recommendations scope would total at \$ 1,542,821.

**Funding** | Community Outreach Options  
Financing Options

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

★ Council authorized Staff’s League of Oregon Cities Legislative Policy recommendations. The League requests member cities to vote on policy objectives prior to ‘long sessions’ of the State Legislative Assembly. The League of Oregon Cities performs lobbying services for all cities in the State of Oregon. Brownsville is a member city. The choices were as follows:

- 1) Economic Development Incentives
- 2) Address Measure 110 Shortcomings
- 3) Cybersecurity & Privacy
- 4) Attorney Client Privilege
- 5) Funding for recovery of abandoned Recreational Vehicles.



All information the Mayor & Council received for the meeting can be found on-line prior to every meeting and after at <https://www.ci.brownsville.or.us/meetings>.

The website holds five (5) years of this content. Official records can be viewed at City Hall located at 255 N. Main Street, Brownsville, OR 97327 between the hours of 8:30 a.m. – 4:30 p.m. Monday through Friday.

Please contact City Administrator Scott McDowell with questions.

S. Scott McDowell  
255 N. Main Street | P.O. Box 188  
Brownsville, Oregon 97327  
Phone | 541.466.5880  
Email | admin@ci.brownsville.or.us





**RESOLUTION NO. 2022.18**

**A RESOLUTION ACKNOWLEDGING THE COMPLETION OF THE WATER MANAGEMENT & CONSERVATION PLAN**

**WHEREAS**, the City of Brownsville was required to create and adopt a Water Management & Conservation Plan (WMCP) by the Oregon Water Resources Department (OWRD) due to a lawsuit brought against the State of Oregon by Water Watch in 2010; and,

**WHEREAS**, the ruling was handed down from the Oregon State Supreme Court on a case from Cottage Grove that had implications on all municipalities in the State of Oregon; and,

**WHEREAS**, Council contracted with Oregon Water Utility Association (OAWU) to complete the required plan; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE**, a Municipal Corporation of the State of Oregon, that the City of Brownsville does hereby acknowledge that the City is in receipt of the draft plan that, upon review, will be sent to the State of Oregon’s OWRD for official review & approval.

Introduced and adopted this 26<sup>th</sup> day of July 2022.

***Approved:***

***Attest:***

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

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



**RESOLUTION NO. 2022.19**

**A RESOLUTION CALLING AN ELECTION ON NOVEMBER 8, 2022, TO REFER TO THE VOTERS AN ORDINANCE PROHIBITING PSILOCYBIN BUSINESSES WITHIN THE CITY OF BROWNSVILLE, OREGON AND ADOPTING A BALLOT TITLE AND EXPLANATORY STATEMENT**

**WHEREAS**, Ballot Measure 109, known as the Oregon Psilocybin Services Act, which passed in November 2020 and is now codified in ORS chapter 475A, requires the Oregon Health Authority (OHA) to begin accepting applications for licenses to manufacture, deliver, and administer psilocybin on January 2, 2023; and

**WHEREAS**, ORS 475A.718 provides that the governing body of a city may adopt ordinances to be referred to the electors of the City that prohibit the establishment of licensed psilocybin product manufacturers and licensed psilocybin service center operators within the City's jurisdiction; and

**WHEREAS**, by adoption of Ordinance No. 790, the City of Brownsville City Council (the City Council) voted to exercise its authority under ORS 475A.718 to prohibit psilocybin product manufacture and psilocybin service center operators within the City of Brownsville; and

**WHEREAS**, pursuant to ORS 475A.718, the Council wishes to refer Ordinance No. 790 to the voters and hereby adopts the appropriate ballot title and explanatory statement.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Brownsville as follows:

**Section 1.** The City Council refers to the November 8, 2022 election a ballot measure proposing a prohibition on psilocybin product manufacturers and psilocybin service center operators within the City of Brownsville as adopted by Council via Ordinance No. 790, attached here as Exhibit A and incorporated herein by reference.

**Section 2.** The City Council adopts the following ballot title for referral:

**BALLOT TITLE:** Prohibits psilocybin-related businesses within the City of Brownsville.

**QUESTION:** Shall the City of Brownsville prohibit psilocybin-related businesses within the City?

**SUMMARY:** State law permits persons licensed, controlled and regulated by the State to legally manufacture psilocybin products and provide psilocybin services to persons 21 years of age and older. State law authorizes the governing bodies of cities and counties to adopt ordinances to be referred to the voters that prohibit the establishment of psilocybin product manufacturers and psilocybin service center operators within the area subject to the city or counties jurisdiction. The City of



Brownsville is referring to the voters an ordinance prohibiting psilocybin manufacturers and psilocybin service center operators within the City.

Approval of this measure would prohibit the establishment of psilocybin product manufacturers and psilocybin service center operators with the area subject to the City of Brownsville jurisdiction.

**Section 3.** The City Council orders this City election to be held in the City of Brownsville, Oregon, concurrently with the general election, on November 8, 2022, in accordance with the provisions of Chapter 254 of the Oregon Revised Statutes. The ballots shall be counted and tabulated and the results certified as provided by law.

**Section 4.** The election shall be conducted by Linn County. The County Clerk for Linn County is hereby instructed to prepare ballots and to take other actions necessary to conduct the election.

**Section 5.** If a majority of the legal voters of the City voting on this measure approve this measure, Ordinance No. 790 will take effect 30 days from the date approved by the voters.

**Section 6.** The explanatory statement for this measure, attached as Exhibit B to this Resolution, is hereby approved by the Council.

**Section 7.** This Resolution, including the proposed ballot title and explanatory statement shall be delivered to the City Recorder on the date of its adoption.

**Section 8.** The City Recorder shall give notice of this measure as required by law and take such other actions and otherwise proceed with the election as provided by law.

**Section 9.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the Council of the City of Brownsville this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

ATTEST:

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



**EXHIBIT A**

**ORDINANCE NO. 790**

**AN ORDINANCE DECLARING A BAN ON PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF PSILOCYBIN PRODUCTS**

**WHEREAS**, in November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act (codified at ORS 475A), which allows for the manufacture, delivery and administration of psilocybin at licensed facilities; and

**WHEREAS**, ORS 475A.235 provides that the Oregon Health Authority will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the state; and

**WHEREAS**, the Oregon Health Authority has initiated a rulemaking process to implement the state's psilocybin regulatory program and intends to begin accepting applications for psilocybin-related licenses on January 2, 2023; and

**WHEREAS**, as of July 7, 2022, the Oregon Health Authority has not completed the rulemaking process for implementing the state's psilocybin regulatory program, and the City of Brownsville is uncertain how the manufacture, delivery and administration of psilocybin at licensed psilocybin facilities will operate within the City; and

**WHEREAS**, ORS 475A.718 provides that a city council may adopt an ordinance to be referred to the electors of the city prohibiting the establishment of state licensed psilocybin product manufacturers and/or psilocybin service centers in the area subject to the jurisdiction of the city; and

**WHEREAS**, the City Council for the City of Brownsville believes that prohibiting psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries prior to the state commencing its psilocybin licensing and regulatory program is in the best interest of the health, safety and welfare of the people of the City of Brownsville; and

**WHEREAS**, the City Council shall refer to the voters of Brownsville at the next general election the question of whether to establish a ban on state-licensed psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries.



**NOW, THEREFORE,** the City of Brownsville ordains as follows:

**Section 1.**     Prohibition. The establishment of psilocybin product manufacturers licensed under ORS 475A.290 and psilocybin service centers licensed under ORS 475A.305 is prohibited in the City of Brownsville.

**Section 2.**     Referral. This Ordinance is referred to the electors of the City of Brownsville for approval at the next statewide general election on November 8, 2022.

**Section 3.**     Codification. Provisions of this Ordinance shall be incorporated into the City Code, and the words “ordinance” or “section” may be changed to “code,” “article,” “chapter,” “division,” or another word, and the sections of this Ordinance may be renumbered or re-lettered, provided however, that any recital clause and boilerplate provisions of this Ordinance (i.e., Section Nos. 3 through 4) need not be codified, and the City Recorder is authorized to correct any cross-references and any typographical errors.

**Section 4.**     Effective Date. This Ordinance takes effect and becomes operative 30 days after the day on which it is approved by a majority of voters.

First Reading to the Council this \_\_\_ day of \_\_\_\_\_, 2022.

Second Reading to the Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**Passed and approved by the City Council this \_\_ day of July, 2022.**

**Approved:**

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

**Attest:**

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



## **Exhibit B**

### **Explanatory Statement**

Approval of this measure would prohibit the establishment and operation of psilocybin-related businesses within the City of Brownsville.

In November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act, and now codified in Oregon Revised Statutes (ORS) Chapter 475A. That act allows the manufacture, delivery, and administration of psilocybin at facilities licensed by the Oregon Health Authority (OHA).

OHA has initiated a rulemaking process to implement the State's psilocybin program, but has not yet completed that process. The uncompleted rulemaking leaves uncertainty in how the manufacture, delivery, and administration of psilocybin at licensed psilocybin facilities will operate within the City of Brownsville.

ORS 475A.718 authorizes the City Council to refer an ordinance prohibiting psilocybin product manufacturers and psilocybin service centers within the City of Brownsville's jurisdiction and the City Council desires to refer this prohibition to the voters.

**ORDINANCE NO. 790****AN ORDINANCE DECLARING A BAN ON PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF PSILOCYBIN PRODUCTS**

**WHEREAS**, in November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act (codified at ORS 475A), which allows for the manufacture, delivery and administration of psilocybin at licensed facilities; and

**WHEREAS**, ORS 475A.235 provides that the Oregon Health Authority will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the state; and

**WHEREAS**, the Oregon Health Authority has initiated a rulemaking process to implement the state's psilocybin regulatory program and intends to begin accepting applications for psilocybin-related licenses on January 2, 2023; and

**WHEREAS**, as of July 7, 2022, the Oregon Health Authority has not completed the rulemaking process for implementing the state's psilocybin regulatory program, and the City of Brownsville is uncertain how the manufacture, delivery and administration of psilocybin at licensed psilocybin facilities will operate within the City; and

**WHEREAS**, ORS 475A.718 provides that a city council may adopt an ordinance to be referred to the electors of the city prohibiting the establishment of state licensed psilocybin product manufacturers and/or psilocybin service centers in the area subject to the jurisdiction of the city; and

**WHEREAS**, the City Council for the City of Brownsville believes that prohibiting psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries prior to the state commencing its psilocybin licensing and regulatory program is in the best interest of the health, safety and welfare of the people of the City of Brownsville; and

**WHEREAS**, the City Council shall refer to the voters of Brownsville at the next general election the question of whether to establish a ban on state-licensed psilocybin product manufacturers and psilocybin service centers within the City's jurisdictional boundaries.



**NOW, THEREFORE,** the City of Brownsville ordains as follows:

**Section 1.**     Prohibition. The establishment of psilocybin product manufacturers licensed under ORS 475A.290 and psilocybin service centers licensed under ORS 475A.305 is prohibited in the City of Brownsville.

**Section 2.**     Referral. This Ordinance is referred to the electors of the City of Brownsville for approval at the next statewide general election on November 8, 2022.

**Section 3.**     Codification. Provisions of this Ordinance shall be incorporated into the City Code, and the words “ordinance” or “section” may be changed to “code,” “article,” “chapter,” “division,” or another word, and the sections of this Ordinance may be renumbered or re-lettered, provided however, that any recital clause and boilerplate provisions of this Ordinance (i.e., Section Nos. 3 through 4) need not be codified, and the City Recorder is authorized to correct any cross-references and any typographical errors.

**Section 4.**     Effective Date. This Ordinance takes effect and becomes operative 30 days after the day on which it is approved by a majority of voters.

First Reading to the Council this \_\_\_ day of \_\_\_\_\_, 2022.

Second Reading to the Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**Passed and approved by the City Council this \_\_ day of July, 2022.**

**Approved:**

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

**Attest:**

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





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## LOC News

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### Measure 109 Model Ordinance and Ballot Measure Available

The LOC has created **model ordinances and ballot measure language** ([https://www.orcities.org/download\\_file/view/2340/1377](https://www.orcities.org/download_file/view/2340/1377)) for cities wishing to submit an ordinance to voters to prohibit the sale of psilocybin or impose a two-year moratorium. The LOC is also sharing **an introduction to psilocybin services** ([https://www.orcities.org/download\\_file/view/2341/1377](https://www.orcities.org/download_file/view/2341/1377)) published by the Oregon Health Authority (OHA) for local governments. Measure 109, passed by Oregon voters in 2020, legalized the medical use of psilocybin for medical purposes and required OHA to produce administrative rules regulating the safe use of the substance. The rule writing process is ongoing and is being monitored by LOC staff. Additional information will be shared as it becomes available and the LOC will endeavor to ensure cities have a complete understanding of the issue while making their decisions.

**Contact:** Scott Winkels, Lobbyist - [swinkels@orcities.org](mailto:swinkels@orcities.org) (<mailto:swinkels@orcities.org>)

*Last Updated 6/24/22*

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**S. Scott McDowell**

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**From:** Oregon DEQ News <ordeq@public.govdelivery.com>  
**Sent:** Thursday, June 30, 2022 2:28 PM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Oregon DEQ Director Whitman issues statement on West Virginia v. EPA



## Oregon DEQ Director Whitman issues statement on West Virginia v. Environmental Protection Agency

**June 30, 2022**

Statewide, Ore. - Today, in response to the Supreme Court ruling in West Virginia v. Environmental Protection Agency, [Oregon Department of Environmental Quality](#) Director Richard Whitman has issued the following statement:

“Today’s ruling by the U.S. Supreme Court limiting EPA’s authority to regulate emissions from power plants does not directly affect the critically important work Oregon and the Department of Environmental Quality are doing to reduce carbon emissions in this state.

“DEQ, through the Climate Protection Program, the Clean Fuels Program, vehicle standards, electric vehicle incentives, landfill standards and other programs, remains fully on track and meeting our part of the climate challenge. These programs are based on authority granted by the Oregon legislature rather than by the U.S. Congress and as a result, are not affected by the West Virginia v. EPA decision. Furthermore, the Oregon legislature has acted to curtail carbon emissions from power plants that supply electricity to Oregonians, and this state program is also unaffected by today’s decision.

“In short, Oregon, along with other partner states, will continue to lead the nation in demonstrating how to combat climate change. What the court’s ruling does do, however, is create an uneven playing field across the country, with some states shouldering the weight of responsible climate actions and others not doing so. Addressing that inequity will ultimately require Congressional action to move the nation forward as a whole to meet our global responsibility for climate action.”

## About the Oregon Department of Environmental Quality

The [Oregon Department of Environmental Quality](#) protects human health and the environment by controlling air and water pollution, reducing the impacts of manufactured products and cleaning up contaminated properties. DEQ engages the public in decision-making and helps communities solve problems in ways that are economically and environmentally sustainable.

**Media Contact:** Harry Esteve, DEQ communications manager,  
[Esteve@deq.oregon.gov](mailto:Esteve@deq.oregon.gov), 503-951-3856

You may read the news release online at <https://go.usa.gov/xJtRs>.

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This email was sent to admin@ci.brownsville.or.us using GovDelivery Communications Cloud on behalf of the Oregon Department of Environmental Quality (DEQ)  
700 NE Multnomah St., Suite #600, Portland, OR 97232 · 503-229-5696

# TRANSMISSION LINE CONDITION ASSESSMENT

**How Best Practices Discussed in ASCE's MOP 134 Are Essential to Both Condition Assessment and Asset Management Personnel**

By George Ruchti



In the early morning hours of August 19, 2000, a natural gas transmission pipeline ruptured and ignited in New Mexico killing 12 people camping nearby. The rupture was determined to be the result of internal corrosion of the pipeline. The loss of life and property makes such pipeline condition assessment a critical need with remediation essential. The primary concern in the petroleum industry is electrically continuous butt-welded steel pipe. Inspection devices like smart pigs, with ultrasonic wall thickness testing capability, make it possible to determine the extent of pipe wall corrosion, if any, thus allowing for rehabilitation and future protection. Superior pipeline coatings and the application of cathodic protection have also been advantageous in providing successful asset management programs in that industry.

Unfortunately, the same integrity management systems do not hold true for water pipelines. These are composed of many different materials with different design and installation procedures and different modes of failure. Historically, pipe materials have included wood, wood stave, cast iron, ductile iron, steel, concrete (with 6 different varieties and properties), polyvinyl chloride (PVC), high density polyethylene (HDPE), fiberglass and asbestos cement. Fortunately, water line failures rarely cause fatalities, although this may be due to luck rather than potential. To demonstrate that potential, a 200 lb. chunk of concrete from a concrete pipe rupture in Cleveland, was reported to have broken through a window on the second floor of a nearby office building.

Asset Management personnel look to Condition Assessment personnel to provide them with an understanding of the condition of a water pipeline and Condition Assessment looks to Asset Management for an understanding of the finances available for the task.

One resource that is available to both organizations is the ASCE Manual of Practice (MOP) No. 134 on Water Pipeline Condition Assessment. A look at how this manual was developed, along with some of the key findings, underscores how knowledge of best practices and approaches to water transmission line condition assessment can benefit both condition assessment and asset management personnel.

In the past, papers were written about various aspects of water pipeline condition assessment,

but there was nothing in the manner of a comprehensive approach or document. This was recognized by the Underground Pipeline Asset Management Technical Committee of the Pipeline Division of the American Society of Civil Engineers (ASCE). To address the issue, the Water Pipeline Condition Assessment Task Committee was formed. The express purpose of the task committee was to provide a Manual of Practice for all primary pipe materials in current operation and capable of having their condition assessed.

Members were recruited by the appointed chair of the committee through personal relationships and through general notices in various pipeline magazines. The response was remarkable, largely due to the recognition of the importance of the water pipeline condition assessment issue to our water industry. The committee met for the first time at the 2010 ASCE Pipelines Conference. The group was comprised of consulting engineers, pipe suppliers, utility personnel, corrosion engineers, pipeline testing personnel, and academics, many of whom were noted experts in their field.

At that first meeting, the committee defined the structure of the manual. Since there was no predecessor manual or other condition assessment document to emulate, the committee needed to break new ground. It was determined there were four essential sections: planning, records keeping, pipe materials and testing.

Chapters and sub-committees were formed for each section. It was decided that a single chapter encompassing all pipe materials would be too inclusive and needed further refinement. Reiterating the materials previously mentioned; they included wood, wood stave, cast iron, ductile iron, steel, concrete, PVC, HDPE, fiberglass and asbestos cement.

Within the original direction of the committee requiring that the pipe materials be present in current operations and capable of being assessed, three of the products were eliminated from consideration:

- **Wood pipelines** were produced in colonial times and demonstrated the importance of water conveyance back then. They were made in short lengths (6 foot +/-) and small diameter (4" +/-) from shaved tree trunks with the interior hollowed out using a hot poker. The ends were formed with tongue and groove joints which, by filling the pipe with water, the tongue would swell into the groove. Most, if not all, such pipelines are no longer in service.
- **Wood stave pipe** is another early pipe product. It was produced by curving thin wood sheets with small tongue and groove edges and joints. These sheets were produced to specific radii and circumferential lengths, so that when assembled and

strapped together with iron or steel straps, they formed a specific diameter pipe. This author witnessed a 60" hydroelectric wood stave penstock being replaced with steel pipe in the 1990's in Virginia. Like wood pipelines, wood stave is largely a thing of the past.

- **High density polyethylene Pipe (HDPE)** was considered, then rejected, due to its primary use, at least at the time, in directional drilling operations, or as inserted liner pipe. Neither of these uses lend themselves to condition assessment practices.

After separating the material chapters and adding Introduction and Case Studies to the list, 12 chapters for the manual were developed.

## Introduction

The introduction addresses costing practices for utility assets, the concept of condition assessment, and establishes that the manual is for transmission lines and not the distribution system piping. The Introduction explains the function of each chapter and the general information included in each. It provides a list of pertinent websites, related documents and acronyms used throughout the manual.

## Data Collection & Management

Data Collection and Management addresses the type of information helpful to the planning of a condition assessment effort. The chapter also explains that even problems that require exposing a pipeline for repair or modification can provide important localized information, such as water table level, soil type encountered, reason for problem, pipe condition, etc., that is beneficial during the planning process.

## Planning

Planning addresses the gathering of information to initiate the condition assessment process. It provides information on prioritizing based on function or risk-based concepts. These concepts can assist the large utility with substantial pipeline assets or a smaller utility with only one such asset. It can address issues such as age of the pipeline(s), pipe material and failure mode, critical nature of the line, history of a line's problems, terrain conditions, future planned pipeline modification, etc.

## Pipe Materials

The manual consists of six chapters detailing various pipe materials and a history of each product; thereby acquainting the assessor with

an understanding of the pipe properties at the time of the original installation. The materials discussed are: Cast Iron and Ductile Iron; Concrete, including Prestressed Concrete Lined Cylinder, Prestressed Concrete Embedded Cylinder, Reinforced Concrete Cylinder, Bar Wrapped Concrete Cylinder (formerly Pretensioned Cylinder), Reinforced Concrete Non-Cylinder, Prestressed Concrete Non-Cylinder; Steel; Fiberglass; Polyvinyl Chloride; and Asbestos Cement. Internal and external condition issues are addressed, jointing methods described, and condition assessment techniques presented. Finally, though not part of condition assessment but essential in asset management, each chapter provides information on repair, rehabilitation or replacement procedures.

## Pipe Inspection Tools

Pipe inspection tools is a balanced chapter thoroughly describing every practical tool available at the time of the manual writing. It addresses low-risk, medium-risk and high-risk pipeline techniques and the individual tools associated with each. It addresses each tool describing what it does and what it cannot do. In general, the level of risk also describes the level of cost. One of the Blue Ribbon Committee members, tasked with the review of the manual stated, "I don't know what the price of this manual will be, but this chapter alone would be worth it."

## Condition Assessment

The condition assessment portion addresses the life cycle of a pipeline; i.e., the design service life and the effective service life. It provides data and structural analyses and risk ranking procedures. This chapter also incorporates alternatives analysis and economic assessment.

## Case Studies

Finally, a case studies section provides seven projects from around the country; projects that included most of the pipe materials in the manual.

The utilization of MOP 134 can now provide the basis for the Condition Assessment personnel to formulate a planned approach to a project and allow Asset Management personnel to recognize the options available for that analysis. 🌟

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**George Ruchti, M.ASCE**, was chair of the Task Committee and editor of MOP 134. Ruchti serves as a senior technical advisor for Lockwood, Andrews & Newnam, Inc.

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**S. Scott McDowell**

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**From:** Paul, Alex <APaul@co.linn.or.us>  
**Sent:** Monday, July 11, 2022 2:24 PM  
**Subject:** Steve Wills to lead Linn County Planning & Building Department  
**Attachments:** Steve Wills.JPG

## Steve Wills to lead Linn County Planning & Building Department

ALBANY — Former Linn County Building Official Steve Wills has been promoted to director of the Planning & Building Department, County Administrator Darrin Lane said this week.

“We have observed Steve over the last year in the absence of a Planning & Building director,” Lane said. “We are impressed with his leadership abilities and his desire to see the department succeed.”

Wills, 53, brings more than a dozen years’ experience as a building inspector in both Deschutes and Linn counties — as well as several years as a private contractor — to his new role.

“I want people to come into the Planning & Building Department and feel welcome,” Wills said. “I also want them to get consistent answers from all of us. It’s important that staff have a sense of camaraderie.”

Wills is an Albany native and 1987 South Albany High graduate.

He worked at Oremet and then the Albany Trucking Division for Willamette Industries where he rose to the positions of chip truck dispatcher and maintenance and dispatch supervisor.

From 2002 until 2012 he worked as an independent contractor in Linn County.

In 2012, while living in LaPine, he earned his building inspection certification and spent five years as an inspector with Deschutes County.

“We wanted to be closer to family and moved back to Linn County in 2017 and I got a job with Linn County,” Wills said.

Wills said he has enjoyed his work because it offers a broad variety every day. A Linn County building inspector might inspect a pole barn, home remodel and subdivision all in the same day and all over the county.

Wills said local the inspection team will do about 40 inspections per day.

There are four full-time and one part-time inspectors.

Rick Goff will take Wills’ former position as the county’s Building Official.

Wills and his wife, Heidi a Realtor, live in Millersburg, and have three grown children and eight grandchildren.

They enjoy boating, fishing, old cars and trucks and being with family as well as working around their home.

**Media contact:** Alex Paul, Linn County Communications Officer, 541-967-3825 or email [apaul@co.linn.or.us](mailto:apaul@co.linn.or.us).

**S. Scott McDowell**

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**From:** Senator Jeff Merkley <Senator\_Merkley@Merkley.senate.gov>  
**Sent:** Wednesday, July 13, 2022 12:07 PM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Solutions to high gas prices



## A Note From Jeff

Reproductive health choices are about the most consequential and personal decisions anyone can face, and I want to acknowledge how deeply upsetting it is for so many people to have the Supreme Court take away the longstanding constitutional right to abortion.

I know Oregonians have a range of views on the question of when abortion should be legal, but I believe the decision is one that should be made by you and you alone – not by judges, not by politicians, and not by your ability to pay or the zip code you live in. The idea that women will be forced by state governments to be pregnant against their will is deeply disturbing. In some cases, like in the event of an ectopic pregnancy, it could be potentially fatal. Each one of us should have the freedom to live our lives without politicians forcing their priorities on us.

I'm proud to be from a state like Oregon, where we have made it clear we will stand strong for the right to the full scope of compassionate reproductive care. But we cannot leave our fellow Americans behind.

It's on all of us – Members of Congress, medical professionals, advocates, and voters – to stand up for the right each of us have to make our most personal decisions without politicians in our bedrooms and exam rooms. I won't stop fighting to defend these freedoms—this impacts us all.

-- Jeff

## Record Gas Prices - Jeff Has Solutions!

Many Oregonians are pinching pennies to pay near-record gas prices at the pump, while Big Oil keeps raking in record profits by profiteering off of the war in Ukraine and other market disruptions.

Instead of using their tens of billions in profits to lower prices – as workers struggle to be able to afford to pump enough gas to get to and from work – big oil companies are using that windfall to buy back their own stocks, give executives bonuses and make a fortune. Jeff knows we aren't paying near \$6 a gallon just because of the war in Ukraine. We're paying it because petroleum pirates are using an international crisis to gouge us at the pump.

Jeff's solution to the problem? Passing the [Big Oil Windfall Profits Tax](#)—a special tax on oil companies that will crack down on this profiteering and use the revenue it raises to send a rebate check to middle-class Americans. If you're a single tax filer making less than \$75,000 a year, you could expect roughly \$240 a year coming back to you. And if you file jointly and make less than \$150,000, it would be about \$360 heading your way.

Enough is enough. If Big Oil continues using global conflict to put profits over people, we're going to hold them accountable.

## Happy Pride! Let's get to work.

June marked Pride Month in Oregon and across the U.S.! Jeff celebrated all month and hosted a Pride Month event in downtown Portland where he was joined by Senator Ron Wyden and community leaders and advocates to celebrate the LGBTQ+ community, but to also discuss the urgency in passing a national law to end discrimination based on sexual orientation or gender identity.

Jeff has been a longtime advocate for such legislation since he came to the Senate in 2009, most notably introducing the [Equality Act](#) (S.393) in the Senate, which would bar discrimination based on sexual orientation and gender identity. Jeff shared insight on what additional support is needed to pass legislation that will outlaw discrimination against the LGBTQ+ community, and said that he'll keep working to win bipartisan support and get a bill across the finish line.

"Everyone should be able to live as their authentic selves, without fear of discrimination," he said. "As state legislatures across the country continue attacks on the LGBTQ+ community, we must do more in the Senate to protect all folks from discrimination. In Oregon, we have strong protections for LGBTQ+ folks—I'm working to make sure that we pass legislation to codify those protections nationwide."





## Protecting Our Pollinators

In June, Jeff hosted a two-day summit in collaboration with the Department of the Interior on saving the beloved monarch butterfly from extinction. This event took place during National Pollinator Week, bringing together key stakeholders across science and policy to identify solutions to reverse the dwindling population of the monarch butterfly, particularly the western monarch.

## MONTH END FINANCIAL RECAP

	JUNE 2022		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 36,776.77	\$ 76,008.04	\$ 1,179,777.92	34.55%	\$ 2,234,699.08	1
2 WATER	\$ 33,715.13	\$ 32,576.28	\$ 364,259.91	39.51%	\$ 452,990.09	2
3 SEWER	\$ 35,668.24	\$ 20,947.51	\$ 841,373.09	71.25%	\$ 240,826.91	3
4 STREETS	\$ 16,225.58	\$ 14,767.01	\$ 187,986.38	51.36%	\$ 178,063.62	4
5 WATER BOND	\$ 135.00	\$ -	\$ 46,248.00	30.33%	\$ 28,054.00	5
6 SEWER BOND	\$ 335.81	\$ -	\$ 299,691.23	99.37%	\$ 17,658.77	6
7 SEWER DEBT FEE	\$ 12,122.56	\$ -	\$ 142,611.14	112.17%	\$ -	7
8 BUILDING & EQUIPMENT	\$ 196.29	\$ -	\$ -	0.00%	\$ 192,400.00	8
9 WATER RESERVE	\$ 2,071.33	\$ -	\$ -	0.00%	\$ 100,800.00	9
10 HOUSING REHAB	\$ 195.94	\$ -	\$ -	0.00%	\$ 215,271.00	10
11 WATER SDC	\$ 49.56	\$ -	\$ -	0.00%	\$ 44,600.00	11
12 SEWER SDC	\$ 397.74	\$ -	\$ -	0.00%	\$ 415,675.00	12
13 STORMWATER SDC	\$ 103.07	\$ -	\$ -	0.00%	\$ 104,505.00	13
14 BIKEWAY/PATHS	\$ 167.43	\$ -	\$ -	0.00%	\$ 52,990.00	14
15 LIBRARY TRUST	\$ 6.76	\$ -	\$ -	0.00%	\$ 7,412.00	15
16 CEMETERY	\$ 7.41	\$ -	\$ -	0.00%	\$ 8,826.00	16
17 TRANSIENT ROOM TX	\$ 1.64	\$ -	\$ 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	\$ 128.11	\$ 2,700.00	\$ 21,852.14	15.38%	\$ 115,522.86	20
	\$ 138,304.37	\$ 146,998.84	\$ 2,942,188.67			

### Key Bank Account

<i>General Checking</i>	\$ 110,574.29
<b>Oregon State Treasury</b>	\$ 6,047,778.04
<i>Community Improvements</i>	\$ 168.21
<i>Project Escrow Holding</i>	\$ 10.40
<i>Project Holding Acct #2</i>	\$ 103,091.12
<b>TOTAL OST / LGIP</b>	<b>\$ 6,151,047.77</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	37.45%

### 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

*(American Rescue Plan Act)*

\$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