

Council Agenda Packet

Tuesday, July 25th, 2023 | 7:00 p.m. | Council Chambers | In-Person



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Council Meeting

Tuesday, July 25th, 2023

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 27th, 2023
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Cybersecurity
 - B. Website Reviews
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administrator
 - D. Planning
 - E. Library | *S. Lemhouse*
 - F. Office
 - 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
- 10) ACTION ITEMS:
 - A. Dyer Partnership Agreement
 - B. Linn County Assessment & Taxation | *City Hall Use*

This Agenda is a specific list of the subjects to be discussed at the meeting. Should you need assistance in any way, please notify S. Scott McDowell, City Administrator, at (541) 466-5880 in advance. Thank You!



11) DISCUSSION ITEMS:

- A. SMAC Training Sessions
- B. ROI Grant
- C. 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) EXECUTIVE SESSION

- Council will be discussing real property transactions.
- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke Section (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.
- Council may make a decision after the Executive Session.

15) RETURN TO REGULAR SESSION

16) ADJOURN

Please visit www.ci.brownsville.or.us for the meeting agenda, agenda packet and other City information.



Council Minutes

June 27th, 2023

ROLL CALL: Mayor Craven called the meeting to order at 7:00 p.m. with Council President Chambers, Councilor Hansen, Councilor Solberg, Councilor Humphreys, Councilor LaCoste, and Councilor Winklepleck present. Public Works Superintendent Karl Frink, Administrative Assistant Elizabeth Coleman, Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

ABSENT: All were present.

PUBLIC: Chenoweth Robertson, Tricia Thompson, Central Linn School District Superintendent Candace Pelt, Halsey City Administrator Hilary Norton, Steve Schilling, David Karo, Pam Solberg, Merritt Schilling, Rod Souza, Don Lyon, Allen Buzzard, Tia Parrish (*The Times*), Penny Rosenberg (*Democrat-Herald*) & guest, and Deputy Frambes (*LCSO*) were present.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell stated that Public Works Superintendent Frink's report was placed on Council desk tonight. McDowell also added Section 1, an emergency clause to O 799 for Council's consideration.

MINUTES: Councilor Solberg made a motion to approve the May 23rd, 2023 meeting minutes as presented. Councilor Humphreys seconded the motion. Discussion was called for. McDowell noted that Nan Van Sandt had sent an email asking for a correction in the minutes. With Council approval, it will be added as an attachment to the minutes. *The vote was called for and passed unanimously.*

Councilor Hansen made a motion to approve the June 15th, 2023 Special Session minutes as presented. Councilor Chambers seconded the motion and it passed unanimously.

PUBLIC HEARING | PRESENTATIONS:

1. **Central Linn School District Strategic Plan (Superintendent Candace Pelt).** Central Linn School Superintendent Candace Pelt and Board President David Karo shared Central Linn School District's Strategic Plan and Capital Improvements Plan. Vocational learning will be the focus of the new facility and programming. The District has developed five pillars that will drive the administration's efforts in creating the school the community desires. The Board will give timely updates to ensure the process is working, desired outcomes are being created, and goals are met. Superintendent Pelt reported that public participation has been the center piece of this effort. Council expressed appreciation for the presentation, and are encouraged with the positive direction the school district is headed.
2. **Rural Economic Alliance (REAL) Strategic Plan (Halsey City Administrator Hilary Norton and Mr. McDowell).** Halsey City Administrator Hilary Norton and McDowell provided a brief overview of the Rural Economic Alliance's recently completed strategic plan. Six focus areas will guide the group's effort over the next five years. The Alliance is comprised of nine cities in Linn & Benton counties focused on developing economic opportunities for rural communities. The group's focus is centered around collaboration and relationships. Business Oregon and Linn & Benton counties have all been tremendous partners. The group is also working on regional advocacy efforts pertaining to economic development efforts.
3. **Budget Public Hearing | Proposed Use of State Revenue Sharing.** Mayor Craven opened the floor to discussion on the City's proposed FY 2023-2024 budget and to discuss State Revenue Sharing. No members of the public commented on the proposed budget or the use of State Revenues. McDowell stated that the City has secured gap funding for the Central Linn Recreation Renovation



Council Minutes

project. The first payment will need to be made in June 2024. McDowell will change some nomenclature, to account 100.020.810 as described during the Budget Committee's second meeting, for this payment. The City's bond limit is now at \$1.6 million.

Councilor Solberg made a motion to approve R 2023.14 and to move forward with the changes as discussed. Councilor LaCoste seconded the motion and it passed unanimously.

DEPARTMENT REPORTS:

1. **Linn County Sheriff's Office (LCSO) Report.** Sergeant Frambes reviewed the stats for May highlighting several calls that included an assault, car vandalism and trespassing underneath the Linn County Museum. Frambes reported that the Pioneer Picnic went well. The Sheriff's Office continues to experience personnel coverage issues due to shortages.
2. **Public Works.** Public Works Superintendent Karl Frink reported progress on water filter upkeep, forward movement on the GR12 waterline project as the City prepares to place the project out for bid, and continued reviews on infrastructure installations around town. Public Works has picked up the additional work in Pioneer Park due to the Park Caretakers quitting on June 20th. Mr. Frink hopes to have replacement Caretakers in place July 5th.
3. **Administration.** Administrator Scott McDowell discussed details, logistics, and shared photos of the Rec Center Renovation project. The project is on schedule and due to be completed by September 30th, 2023. McDowell reported that the Small Municipalities Advocacy Coalition is finalizing agreements and materials to reach out to other communities. Training will occur at the end of August and first of September for Council members. Tammi Morrow reviewed tasks associated with closing out the fiscal year and completing the budget process. Morrow also said there were a significant number of letters and postings sent this year on the nuisance and weeds abatement program. McDowell reported that he will be reviewing the insurance coverages soon. Costs have risen considerably. McDowell discussed budget happenings. Staff has a lot of work to do to close the current fiscal year and set up the budget for the next fiscal year; budget documents will be delivered to Linn County in early July. McDowell reported that he and Mr. Frink recently met with an arborist at the Moyer House to determine that the GR12 project will not negatively impact the historic trees located nearby. Linn County has given the official approval to proceed. McDowell reported that the TMDL plan has been received back. Staff will investigate ways to reach compliance; the City is still waiting for the Water Conservation Plan.

Mrs. Morrow gave a quick overview of recent Emergency Preparedness Committee happenings. The group attended the June 2nd, 2023 field day at Central Linn Elementary School. The group also participated in a presentation at the Halsey-Shedd Fire District's annual May community breakfast.

4. **Planning.** Mrs. Coleman shared a few recent planning scenarios and clarified what Staff can do and cannot do when it comes to private developments. She works closely with developers and neighboring property owners to ensure compliance with State and local laws. The City has an extensive job to do when a property developments, but there are some significant limitations to City authority when it comes to certain issues. McDowell commented that property line issues and drainage issues are between neighbors, but people try to draw the City in on these kinds of issues.
5. **Library.** No comments.
6. **Office.** No comments.
7. **Court.** No comments.



Council Minutes

8. **Council Comments.** Councilor Winklepleck reported that Councilor Chambers, Mr. McDowell, and himself recently attended a Linn County jail visitation. The group was impressed with the level of care and courtesy they provide for the inmates.
9. **Citizen Comments.** Rod Souza, Gap Road, thanked Council for their willingness to serve the community. His main concern tonight is with HB 3115. Mr. Souza is concerned about the houseless folks coming to Brownsville and how it will impact our community.

LEGISLATIVE:

1. **Resolution 2023.12: Water Rates Annual Adjustments.** Mayor Craven read the resolution. Basically, the increase in water rates is to try to keep up with inflation. *Councilor Hansen made a motion to approve R 2023.12. Councilor Humphreys seconded the motion and it passed unanimously.*
2. **Resolution 2023.13: Sewer Rates Annual Adjustments.** Mayor Craven read the resolution. Basically, the increase in sewer rates is to try to keep up with inflation. *Councilor Solberg made a motion to approve R 2023.13. Councilor Winklepleck seconded the motion and it passed unanimously.*
3. **Resolution 2023.14: Adopting the FY 2023-24 Budget and Making Appropriations.** Done earlier in the meeting.
4. **Resolution 2023.15: Year End Transfers FY 2022-2023 | TRT.** Mayor Craven read the resolution. Mr. McDowell reported that this resolution helps the auditors to have a clear line of sight on Council reviews and awareness; it is basically just internal, accounting housekeeping. *Councilor Chambers made a motion to approve R 2023.15. Councilor LaCoste seconded the motion and it passed unanimously.*
5. **Ordinance 799: HB 3115 | Martin vs. Boise (Second Reading).** Mayor Craven and Mr. McDowell read the ordinance in it's entirety. Councilor Hansen stated that this is the second reading of O 799, and it can pass with a simple majority. McDowell recited background information for context. Council had questions and concerns after the June 15th, 2023 meeting. Modifications have been made by City Attorney Ross Williamson regarding liability and bringing the City into compliance. Another modification is demarcation. The ordinance defines the designated space to be from the silver maple tree in front of City Hall down to the walkway in front of the Brownsville Art Association. McDowell stated that he has heard several differing opinions and interpretations of this law. There is a high probability of lawsuits being filed against cities over the course of the summer.

Staff feels that O 799 is the best option at this time. The City basically has two options, one is horrible and the other is terrible for the City of Brownsville. In terms of meeting the law and covering the liability imposed by HB 3115, O 799 as presented, will do accomplish that end. Councilor Chambers stated that by passing or not passing this ordinance, there will be regrets. Councilor Humphreys discussed other options that the State could have done regarding creating these resting places. He would like Mr. McDowell to draft a letter to the State expressing our displeasure with the whole situation. Mayor Craven agrees with Councilor Humphreys stating that bills like this come from an unbalance of government, polarizing our community and separating us. Instead of letting us govern ourselves, we are forced to create policy that does not serve us. Mayor Craven stated that Mr. McDowell is recommending O 799, enabling Council to stay within the law. No one here wants this, but it is a hard decision when threatened with liability and lawsuits.

Councilor Chambers moved to approve Ordinance 799. Councilor Humphreys seconded the motion. A roll call vote was called for, with the following results. Councilor Solberg, Councilor Chambers, Councilor Winklepleck, and Councilor Humphreys voted for the motion. Councilor



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LaCoste, Councilor Hansen, and Mayor Craven voted against the motion. The motion carried, 4-3.

6. **Ordinance 801: Memorials (Second Reading)**. *Councilor Solberg moved to read O 801 by title only. Councilor Humphreys seconded the motion and it passed unanimously. Mayor Craven read by title only.*

Councilor Hansen moved to approve O 801. Councilor Winklepleck seconded the motion and it passed unanimously.

ACTION ITEMS:

1. **Approve Delinquent Accounts**. McDowell stated that delinquent accounts are assessed each year as part of the budget process. After approval, they will be submitted to Linn County Assessor's office with the budget documents.

Councilor Solberg made a motion to approve delinquent accounts as submitted. Councilor Chambers seconded the motion and the motion passed unanimously.

2. **Park Camping Options**. Mr. McDowell stated that new information has come to light in regard to park caretakers, Mrs. Morrow and Mr. Frink have worked feverishly to resolve the issue of hiring new park caretakers. The City is fortunate to locate a couple to work the remainder of the season. Their start date will be July 5th, 2023, which will help greatly with continuity of park operations for the summer. McDowell suggested forming a small committee to look at current park practices and bring recommendations back to Council and Park Board. Councilor LaCoste and Councilor Chambers volunteered for this committee.

DISCUSSION ITEMS:

1. **Letter to City Council (page 71 in agenda packet)**. *Councilor Chambers made a motion to direct Mr. McDowell to respond to the letter (page 71 in the packet). The motion was approved by consensus.*
2. **May Financials**. No comments.

CITIZEN QUESTIONS & COMMENTS. None.

COUNCIL COMMENTS

Councilor Hansen stated that a recent change at the Brownsville post office has all of the mail (even local Brownsville mail) going to Portland for sorting. Local mail used to be placed directly into the post office boxes or local mailboxes. This change is adding days to local mail delivery times. Councilor Hansen encouraged everyone to go and make a statement to the post office about this unwelcome policy change.

Councilor Hansen also stated that the Oregon Health Association has developed a youth advisory council to advise the State on matters of health equity for ages 15-19. He encouraged everyone to take a look online for more information. The subjects and matters that they are advising the State on, are things that not all parents would want their kids involved in, and does not require parental consent; very concerning.



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Councilor Winklepleck stated that it seems like Pioneer Picnic was a big success. The beer garden seemed to be successful. He expressed appreciation for all the volunteers for the planning and working the event.

Mayor Craven stated that he felt there was a better showing for the parade and other activities for Pioneer Picnic. It was great to see after the last few years. The current headlines are likely to be overwhelmed with the homeless situation, so, he would like to push out the good things the City is doing including the Central Linn Recreation Center Renovation, the GR 12 Waterline, among many other things.

ADJOURNMENT: *Councilor LaCoste moved to adjourn at 8:42 p.m. Councilor Solberg seconded the motion and it passed unanimously.*

City Administrator S. Scott McDowell

Mayor Adam Craven



City Administrator Report

July 25th, 2023

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

Enjoy Council's August Recess!

Note: The first section of this report follows the Council meeting agenda and 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. When you see this symbol, ☒, it means more information will be provided at the meeting.

"I was told the only limitations I would ever face were those I placed upon myself."
 ~ Dionne Warwick, Singer

"I'll go on was my mantra before I knew what a mantra was."
 ~ Tina Turner, Singer

"It is always the simple that produces the marvelous."
 ~ Amelia E. Barr, Writer



**Due to deadlines and time constraints,
 I will provide a lot of reporting information at the meeting.**

AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. **Cybersecurity Review** – Semi-annually, the City is required to review cybersecurity and related issues to the governing board as part of the required CIS Cyber Security Policy that Council adopted. I will provide a brief overview Tuesday night.
- B. **City Website Review** – Staff will provide an overview of the City websites features along with the Emergency Preparedness website.

9) LEGISLATIVE

10) ACTION ITEMS:

- A. **Dyer Partnership Agreement** – The City's engineering agreement expired with Dyer Partnership earlier this year. Staff recommends extending the agreement for another two years.

What is Council being asked to do?

Authorize the Mayor and Administrator to enter into a two-year agreement with Dyer Partnership.





City Administrator Report

- B. Linn County Assessment & Taxation | City Hall Use** – The City received a letter from Natalie Bauer regarding the City’s tax status. Please review the letter for more details. The City has had an agreement with the Brownsville Art Association for over a decade, so I am curious to know what has changed.

What is Council being asked to do?

Would Council like to appeal this decision?

11) DISCUSSION ITEMS:

- A. SMAC Training Sessions** ☒ – Sean Tate will be holding four identical training session at the end of Auguts and in early September. I will talk more about this Tuesday evening.
- B. June Financials**

UPDATES, INFORMATION & HAPPENINGS

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	Citations	Warnings	Hours
2023	June	7	11	202
2023	May	6	12	224.5
2023	April	6	19	200
2023	March	7	15	208.65
2023	February	13	16	204.25
2023	January	13	34	202
2022	December	12	18	209
2022	November	16	13	202
2022	October	4	10	219.95
2022	September	5	5	225.25
2022	August	14	21	200
2022	July	18	6	223
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
	<i>Subtotal</i>	230	256	3796.6
	Total Average	12.78	14.22	210.92

LCSO Quarterly Meeting – The next meeting is September 7th, 2023 in Millersburg.

Woodblock Architecture | Scheduling, Logistics & Choices ☒ – The project continues to progress nicely. Staff continues to make decisions as needed on daily basis. Public Works



City Administrator Report

Superintendent Karl Frink is working directly with Project Superintendent Ken Shields on the installation of the water service for the building and the waterline for the new fire suppression system. Administrative Assistant Elizabeth Coleman has been working on permitting. I have been working on change orders and detail decisions. It is a partnership that is working very smoothly, and it is exciting to see the changes that are happening at the Rec Center.



Aryn Phillips

From 06.27.2023: J.E. John Construction has had a very good start in terms of staying on schedule. The City has certainly faced a number of discoveries during demolition. Change orders were required due to asbestos discovered in the flooring of the kitchen and music room, redoing the sidewalks extending north to Park Avenue, and the alternate seismic improvements. The City has also incurred expenses hiring an inspection company as required by contract, pulling permits with Linn County and Pacific Power, and paying for bond counsel for the gap financing. Mayor Craven did everything he could in an attempt to salvage the gym floor. Ultimately, the floor was unable to be salvaged.

Special thanks goes out to our Public Works crew who did great things in preparation for the contractors, our civic organizations who moved their belongings out of the building in time, and to Jon Brockman for helping out with moving and storage of the piano from the music room.

GR12 Waterline ☑ – Dyer Partnership is working up the legal description for the necessary easement. Linn County Park's Director Stacey Whaley approved the City moving forward after she received the arborist report a few weeks ago.

From 06.27.2023: Staff is working on answering questions and concerns on the easement request for the GR12 waterline. Concerns have been raised over the trees in the northeast corner of the Moyer House lawn. Public Works Superintendent Karl Frink, City Engineer Ryan Quigley, and I have been working on solutions and other possibilities. I hope to have more information Tuesday evening.

From 03.28.2023: The City hired Foundation Engineering to perform subsurface testing for the proposed path of the waterline. The City obtained permission for the testing from acting Linn County Park Director Brian Carroll since access to the Moyer House property was required.

Small Municipalities Advocacy Coalition (SMAC)

Small Municipalities Advocacy Coalition (SMAC) ☑ – I will provide an oral update Tuesday evening.

From 06.27.2023: Administrative Assistant Tammi Morrow, Mayor Craven and I have attended meetings with the group the last two Fridays.

From 5.23.2023: The original members of SMAC met in Halsey two weeks ago to work out logistical details and plan for the initial training sessions with Tate Public Affairs.

From 04.25.2023: I attended Harrisburg's Council meeting with Sean Tate at their request of Harrisburg's City Manager Michele Eldridge the second week of April. Eldridge, Tate & I presented and answered questions about the Small Municipalities Advocacy Coalition proposal and plan. Harrisburg's Council unanimously approved the proposal. I have also been working with other communities who have expressed interest in joining the coalition.





City Administrator Report

Active: League of Oregon Cities ☒ – League Staff is coming back from vacation and we will see a flurry of activity soon as they prepare reports based on legal changes that will impact Oregon cities.

From 06.27.2023: The League continues to work through the long legislative session.

From 5.23.2023: I will provide a brief overview of the League of Oregon Cities new Strategic Plan Tuesday evening as Council reviews the Legislative Advocacy & Policy Committee (LAPC) recommendations.

From 03.28.2023: Staff attended Scio's & Sodaville's Council meeting to share the plan. Both Council's unanimously supported working together on this plan and on these important issues facing rural Oregonians. Work continues with the five cities. The group is working on including other small cities on a proposal to gain a better voice in Salem.

▶ **Sean Tate Meetings** – The group continues working on logistics, details and outreach.

From 5.23.2023: Michele Eldridge, Harrisburg City Manager, and I have been working closely with Mr. Tate on a proposal that will greatly assist with Council's advocacy goals.

From 12.20.2022: Council authorized sending a joint letter to the League of Oregon Cities which precipitated a meeting with League Staff this past week. Freshly appointed Executive Director Patty Mulvehill brought Lisa Trevino and Jim McAuley to listen and address concerns over legislative priorities, policy outcomes and ways to improve advocacy. The group of cities will continue to follow-up and help with issues. One of the biggest takeaways was the importance of the local elected officials developing working relationship with State representatives. Mulvehill spoke about recent League efforts around this effort.

From 10.23.2022: The five cities, Harrisburg, Halsey, Scio, Sodaville and Brownsville, have been in contact with Interim Executive Director Patty Mulvehill to discuss the parameters of the letter and how all small cities and the League could work together more effectively to create a better voice for small cities. The meeting is scheduled for December 12th, 2022.



Legislative Advocacy & Policy Committee (LAPC) Recommendations – Staff will work with the Committee over the next few months to deliver information and policy directives for Council approval.

From 06.27.2023: Time did not allow for Staff to move forward on this issue. With the legislative session winding down, we will get to this as time allows this summer and early fall. Council directed Staff to work with the Committee to execute the recommendations from

the Committee including a social media policy and policy positions on key issues facing the City. This work will be important to complete as efforts ramp up this fall in preparations for the short session of the State Legislative Assembly.

From 5.23.2023: The recommendations report from the LAPC is included in the agenda packet for your review. Council will have a discussion regarding these recommendations at Council meeting. I will provide a quick slide show of the recommendations as a point of reference for Council. I will also review the League of Oregon Cities Strategic Plan as it is currently being rolled out to the membership. I will also briefly talk about progress and next steps with the SMAC effort.



City Administrator Report

Active: D-Prep Launch | [G4] – The entities are working on getting through budget season and the end of the fiscal year. The next step is agreement development, setting goals for the the next few years, and working on details for creating a EOC between the six entities.

From 5.23.2023: I met with Joe Rodondi, Lebanon Fire Chief, and Nancy Brewer, Lebanon City Manager, two weeks ago to discuss next steps. The tentative plan is to work on developing the IGA and certain SOP's over the remainder of this year. Budget constraints have slowed this project.

From 03.28.2023: The plan reveal was rescheduled for the second week of April. Work continues.

From 12.20.2022: Surveys and questionnaires have launched. Staff is working for a December 21st, 2022 deadline for the intial work to be completed.

Active: REAL Meetings | [G3] ☒ – Staff worked on closing the ROI grant. The group is preparing a presentation for the Linn County Commissioners among other groups. They are also working on the implementation of their five-year strategic plan shared with Council at the last meeting.

From 06.27.2023: I will provide an oral update Tuesday evening. The most recent meeting happened on June 22nd, 2023. The group has been busy sharing the strategic plan with Councils and other stakeholders.

From 03.28.2023: Staff was successful in obtaining additional, supplemental grant funding from Business Oregon's ROI for the strategic planning, marketing & website projects. RAIN will assist with an open house event this summer that will increase awareness for the effort, champion things that are happening and celebrating things that have already been accomplished.



ACTIVE, PENDING, STALLED & COMPLETED

Active: River's Edge Outcome ☒ – Public Works Superintendent Karl Frink and I will provide an oral update.

From 5.23.2023: Administrative Assistant Elizabeth Coleman and I have once again reviewed progress made on the Open Space portion of the project. Staff is currently working with Chad E. Davis Homes to complete the remaining punch list items.

From 04.25.2023: Funds have been disbursed as directed by Staff and Council. Staff has made necessary adjustments to the FY 23.24 budget to accommodate the remaining reimbursement for the River's Edge Open Space once the work is performed to the satisfaction of the City. Construction on Phase III continues. Concerns over financing and responsibilities regarding the incorrectly installed sanitary sewer have been resolved. The City did not have to take any financial, engineering, or legal action regarding the matter.

From 03.28.2023: Staff has been engaged in addressing issues with the sanitary sewer lines that were installed by the developer for Phase III. The City is working out logistical requirements for the utility to effectively meet the Public Works Standards.



City Administrator Report

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 homeowner's 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.

Active: TMDL Report | Dyer Partnership – Public Works Superintendent Frink and McDowell will start a tracking matrix to comply with the new requirements imposed by the Department of Environmental Quality (DEQ). Staff will provide a report on the details later this Fall.

From 5.23.2023: The State apologized briefly over the phone about threatening the City. I was told that the plan looks good as submitted and is in the process of being approved by the State. Later that week, the City received the approval letter which is on the City Council webpage.

From 04.25.2023: The proposed report being sent back to the State after the State's initial review is posted on the City Council webpage for your review. I will provide an oral presentation for this item.

Active: EPC Meeting – *From 5.23.2023:* Administrative Assistant Tammi Morrow highlighted events that will be held by the group over the summer and fall.

Active: Central Linn Recreation Center Meeting ☒ – *From 06.27.2023:* Regular meetings continue as relationship building and coordination continues. I added their meeting Wednesday and reviewed several items included a report on the Rec Center Renovation project, the need for alternative scheduling for this year's volleyball and basketball season, the importance of creating policies & procedures along with other operational considerations.

From 03.28.2023: Rec Center Association meetings have resumed. Staff has been working with Katy Kallai to assist with programmatic efforts and the renovation project.

From 11.22.2022: Staff has been working with President Katy Kallai on a number of issues including bylaw changes, financial transition items, janitorial services and the renovation project to name a few. The Association has an exciting, young group of people working to bring programming to the youth of our Central Linn community.

Active: Linn County Planning & Building (LCPB) | Quarterly Contract Cities – *From 04.25.2023:* Administrative Assistant Elizabeth Coleman will be attended the April 27th meeting later this week.

From 07.26.2022: 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.





City Administrator Report

Active: Water Management Conservation Plan ☒ – The City received the approved Water Management & Conservation Plan (WMCP) from the State. Public Works Superintendent Frink and I will review the matrix and create an implementation plan that we will share with Council early Fall. Council did approve funding for these items in this budget cycle.

From 04.25.2023: The City is still waiting for the final plan review. Tim Tice recently reported that the State has a backlog of plans to review and the City's plan is in the queue.

From 11.22.2022: The State has requested more information and clarification on certain sections of the report. Mr. Tim Tice is working on those revisions.

From 10.25.2022: The WMCP was filed August 15th, 2022 [...]

Pending: Climate Change Initiatives & IGA | Department of Land Conservation & Development (DLCD) – *From 12.20.2022:* Staff will continue to monitor this situation and report back to Council. The latest word from the State of Oregon is cities are not required to adopt an IGA, resolution to participate.

From 10.25.2022: The Federal Emergency Management Agency and DCLD are pushing climate change initiatives through required agreements through certain flood and fire plans.

Respectfully Submitted,

S. Scott McDowell
City Administrator

COUNCIL CORNER | GENERAL INTEREST

Please visit the City website at <https://www.ci.brownsville.or.us> for all kinds of information pertaining to the City's business & operations.

★ *Kirk Avenue History* ★ *Calapooia Riverbank* ★ *Plus much more*

Shortfall concerns remain as Ore. city adopts budget

City Council members in Eugene, Ore., have adopted a 2023-2025 budget with funding cuts to several municipal programs. Officials say a \$15 million shortfall still looms, which must be addressed by July 2024.

Full Story: [KEZI-TV \(Eugene, Ore.\) \(6/29\)](#)



Drones replace fireworks as air quality concerns grow



(Pixabay)

A growing number of US cities are replacing fireworks displays with drone shows, which pose less of a fire hazard than fireworks and are better for air quality. Municipal officials say drones are also less disruptive for animals and people suffering from PTSD.

Full Story: [WYMS-FM \(Milwaukee\) \(7/4\)](#)





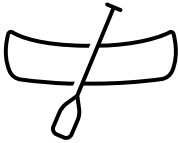
City Administrator Report

How to take advantage of feeling bored at work

Feeling bored at work is typically an experience that most people want to avoid, but if you can lean into the experience rather than distracting yourself, you can use boredom to fuel inspiration and creativity, write Alyson Meister, professor of leadership at IMD Business School in Switzerland, and Aksinia Stavskaya, doctoral candidate at Bocconi University. It's possible to harness your boredom at work by taking notice of it, decoding the type of boredom you're experiencing, deciding what action to take and cultivating mindful boredom, Meister and Stavskaya write.



Full Story: [Harvard Business Review \(tiered subscription model\) \(7/4\)](#)



Climate change threatens Pa. city's redevelopment

Coatesville, Pa., has transformed its reputation from an unsafe city with few attractions to a place where people come for fun, but the city's revenue is not keeping pace with infrastructure updates needed for long-term climate resilience, says City Manager James Logan. Half of the flood-prone city was submerged during heavy rains in 2021 and officials are working with state and federal authorities to develop a solution.

Full Story: [WHYY-TV/WHYY-FM \(Philadelphia\) \(7/17\)](#)



PLANNING AT A GLANCE

JULY 2023

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

• Structural	Bathroom Extension	1119 Kirk Ave
• Plumbing	Bathroom Fixtures	1119 Kirk Ave
• Construction	Bathroom Extension	1119 Kirk Ave
• Mechanical	Gas Heating Install	401 Moyer St
• Mechanical	Replace AC	255 N Main St
• Fence		725 Butte St
• Accessory St		704 Calapooia Ave
• Fence		343 Blakely Ave

Updates/Etc...

Buildable Lands Inventory: Kinney & Coleman met July 13th to update the maps for Linn County to review and prepare. Maps that were evaluated include Housing Stock, Vacant Lands, Potential Infill, Available Residential, Special Development, Public, Commercial & Industrial Lands. Within these designations, staff is to determine whether restrictions or utility encumbrances are present that may inhibit infill, as well as evaluate redevelopment potential for these inventories.

Property Line Adjustments

232 Spaulding Avenue | 302 Averill Street | TL 1599

Staff reviewed a map to replat & adjust property lines for the addresses & TL above. Tax Lot 1599 will increase in size & become a buildable lot in the High-Density Residential zone.

Other:

Property development, encroachments, accessory structures, fences, inquiries. All still going strong!

Elizabeth E. Coleman



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

2023

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

FOR THE MONTH OF: JUNE

TRAFFIC CITATIONS: -----	7
TRAFFIC WARNINGS: -----	11
TRAFFIC CRASHES: -----	1
ARRESTS MADE: -----	5
COMPLAINTS/INCIDENTS INVESTIGATED:-----	129

TOTAL HOURS SPENT: BROWNSVILLE
202 hrs.

CONTRACT HOURS = 200 HOURS

**Michelle Duncan,
Sheriff, Linn County**

By: Sgt. Steven Frambes



Library Advisory Board

Librarian's Report

June 2023

Here are a few facts about our Library for the month of June 2023. We have received no new books for the Library. There has not been a month that I haven't ordered books since I became Librarian. To be fair, I ordered the June books at the end of May to make sure the invoices were through the system by the end of budget year. Volunteers donated 106 hours to our Library with a total of 1,542 for the year. Volunteers are such an amazing resource here in the Library. They touch every part of the Library Happenings, and much wouldn't get done without their presence. There were 1,104 materials checked out. 414 adult fiction books; 114 adult non-fiction books; 53 audio books; 248 children's books; 163 junior books; 38 junior reference books and 74 large print books.

There was a total of 196 electronic materials checked out. 155 adult fiction books; 31 adult non-fiction books; and 10 junior books. Of these 106 were eBooks and 90 were eAudiobooks.

In June, we held 12 children's programs with 79 participants. There were 6 programs for adults with 40 participants. We held a special World Cultures & Travel Program called 90 Days Around the World presented by Celia Lemhouse. The Library carpet is clean, fresh and ready for another year. It still looks amazing even though light and being 8 years old. The Summer Reading Program will be happening in and around the Library Thursdays of July from 4 – 5. Join in the fun or just come watch the happy faces!

Respectfully submitted,

Sherrí Lemhouse
Librarian



THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

July 19, 2023

Mr. S. Scott McDowell, City Administrator
City of Brownsville
P.O. Box 188
Brownsville, Oregon 97327

Subject: City of Brownsville
Amendment No. 2 to Professional Services Agreement
Project No. 201.00

Dear Mr. McDowell:

Our professional agreement for providing engineering services to the City of Brownsville has been in effect since March 06, 2018. The Dyer Partnership, Inc. respectfully requests extension of the agreement.

We have enclosed one copy of proposed Amendment No. 2 to the Professional Services Agreement extending the terms of the agreement for a period of two years, or until March 06, 2025. We propose to use the attached 2023 rate schedule as described in the Amendment. The current rate schedule is also enclosed for your reference. Please note that this increase does not affect the rates being charged on existing projects under contract.

When the City is satisfied with the terms, please return one signed copy to our office. We appreciate your confidence in our firm and we look forward to continuing our working relationship with you and the City of Brownsville.

Sincerely,

Ryan Quigley, PE
Sr. Vice-President

Enclosures: As Noted

AMENDMENT NO. 2 TO AGREEMENT

This Agreement is entered into on the date last shown below by and between The Dyer Partnership, Engineers & Planners, Inc., hereinafter called "ENGINEER" and the City of Brownsville hereinafter called "CITY," which parties do hereby agree as follows:

WHEREAS, ENGINEER and CITY have originally entered into an Agreement dated March 6, 2018, which provides ENGINEER will furnish certain services to the CITY and which allows extension of the term by mutual agreement of both parties;

WHEREAS, CITY and ENGINEER have mutually agreed to extend said Contract for two additional years.

NOW, THEREFORE, IT IS AGREED as follows:

1. The Agreement entered into between CITY and ENGINEER on March 6, 2018, is hereby extended for an additional two years. The term of said Agreement shall now be extended to March 6, 2025, and may be extended for an additional period of time upon mutual agreement of both CITY and ENGINEER.
2. Both ENGINEER and CITY agree that the attached 2023 Schedule of Rates and Charges shall be in effect. Annually, the CITY and ENGINEER will review an updated "Schedule of Rates and Charges" if different than the Rate Schedule attached as Exhibit "A" to this Agreement. Agreement of the updated "Schedule of Rates and Charges" shall not be withheld unless there is an unreasonable increase to proposed costs. Cost increases should be based on a consistent rate of factors such as CPI Western US or other agreed upon valutive basis.
3. All other terms and conditions of the original Agreement shall remain in full force and effect.

IT IS SO AGREED THIS _____ DAY OF _____, 2023.

CITY OF BROWNSVILLE

THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

City Administrator



Sr. Vice-President

**SCHEDULE OF RATES AND CHARGES
YEAR 2023
THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.**

Professional Services

Principal/Manager	\$160.00
Project Manager/Senior Engineer.....	\$150.00
Professional Land Surveyor	\$150.00
Senior Hydrologist	\$150.00
Project Engineer 2	\$140.00
Project Engineer 1	\$130.00
Engineer Tech 2.....	\$118.00
Engineer Tech 1.....	\$102.00
Survey Tech 2.....	\$102.00
Survey Tech 1.....	\$96.00
Construction Observer.....	\$102.00
Senior Engineering Designer/Drafter/CAD Operator	\$102.00
Engineering Designer/Drafter/CAD Operator.....	\$96.00
Technical Editor.....	\$85.00
Clerical 2	\$56.00
Clerical 1	\$50.00
3-Person Survey Crew	\$200.00
2-Person Survey Crew.....	\$160.00
1-Person Survey Crew	\$130.00
GPS Survey Equipment.....	\$150.00/day
Robotic Total Station Survey Equipment.....	\$100.00/day

All rates are per hour unless otherwise noted.

Reimbursable Expenses

- * Reimbursables @ actual cost
- * Mileage @ current federal rate (with automatic adjustments as federal rate changes)
- * Services of Outside Consultants @ actual cost plus 10% if billed through our firm

Old Rates | Provided for comparative purposes.

2021 - 2023
SCHEDULE OF RATES AND CHARGES
CITY OF BROWNSVILLE
THE DYER PARTNERSHIP
ENGINEERS & PLANNERS, INC.

Professional Services

Principal/Manager	\$145.00
Project Manager	\$135.00
Professional Land Surveyor	\$135.00
Project Engineer 2	\$125.00
Project Engineer 1	\$115.00
Engineer Tech 2.....	\$105.00
Engineer Tech 1.....	\$95.00
Survey Tech 2.....	\$95.00
Survey Tech 1.....	\$85.00
Inspector	\$90.00
Designer.....	\$95.00
Drafter/CAD Operator.....	\$85.00
Clerical 2	\$52.00
Clerical 1	\$47.00
2-Person Survey Crew.....	\$140.00
1-Person Survey Crew.....	\$110.00
GPS	\$100.00/day
Robotic Total Station.....	\$40.00/day

Reimbursable Expenses

- * Reimbursables @ actual cost
- * Mileage @ current federal rate (with automatic adjustments as federal rate changes)
- * Services of Outside Consultants @ actual cost plus 10% if billed through our firm



**LINN COUNTY
ASSESSMENT AND TAXATION**

P.O. Box 100; Albany, Oregon 97321

Phone: (541) 967-3808

FAX: (541) 917-7448

Internet: www.co.linn.or.us

Andy Stevens
Assessor & Tax Collector

July 7, 2023

BROWNSVILLE CITY OF
PO BOX 188
BROWNSVILLE OR 97327

RECEIVED
City of Brownsville

JUL 11 2023

Account: 283974
Map & TL: 13S02W31CB 4300
Situs Address: 255 N MAIN ST, BROWNSVILLE

Clerk _____

The property listed above was recently reviewed for property tax exemption and we found part of the property was not in use by your organization. This is your official notification that the property will be receiving a partial tax exemption beginning with the 2023-2024 tax year. Art guilds do not qualify for exemption when the art displayed is also held for sale.

I'm available to discuss this decision should you have any questions. You have the right to appeal this decision through the Oregon Tax Court, Magistrate Division. You must appeal within 90 days of the date of this letter.

You may obtain complaint forms by calling the Magistrate Division at 503-986-5650, or visiting their website at <http://courts.oregon.gov/tax>. To file your complaint with the court, send your filing fee and the complaint form to:

Clerk, Oregon Tax Court
Magistrate Division
1163 State Street
Salem, OR 97301-2563

If you have any further questions, please contact me at 541-967-3808 ext 2214.

Respectfully,

Natalie Bauer
Commercial Appraiser
Linn County Assessment & Taxation
nbauer@co.linn.or.us



Oregon

Tina Kotek, Governor

Water Resources Department

North Mall Office Building
725 Summer St NE, Suite A
Salem, OR 97301
Phone 503 986-0900
Fax 503 986-0904
www.oregon.gov/owrd

RECEIVED
City of Brownsville

JUL 20 2023

JULY 11, 2023

CITY OF BROWNSVILLE
ATTN: S. SCOTT. McDOWELL
255 N. MAIN STREET
BROWNSVILLE, OR 97322

Clerk _____

Subject: Water Management and Conservation Plan

Dear Scott:

Please find the final order approving your Water Management and Conservation Plan and specifying that the diversion of water under Permit G12406 remains authorized at **no more than 0.479 cfs (out of total permitted 1.25 cfs)**, enclosed.

The attached final order specifies that the the City's plan shall remain in effect until **July 7, 2033**. Additionally, the City is required to submit a progress report to the Department by **July 7, 2038**, detailing progress made toward the implementation of conservation benchmarks scheduled in the plan. Finally, the City must submit an updated Water Management and Conservation Plan to the Department by **January 7, 2033**.

NOTE: *The deadline established in the attached final order for submittal of an updated water management and conservation plan (consistent with OAR Chapter 690, Division 086) shall not relieve the City of Brownsville from any existing or future requirement(s) for submittal of a water management and conservation plan at an earlier date as established through other final orders of the Department.*

We appreciate your cooperation in this effort. Please do not hesitate to contact me by telephone at 458-253-0597 or by e-mail at tamera.l.smith@water.oregon.gov if you have any questions or if I can be of any assistance.

Kindest regards,

Tamera Smith

Water Management and Conservation Analyst
Water Right Services Division

Enclosure

cc: WMCP File
Application G-13221 (Permit G-12406)
District #2 Watermaster Lanaya Blakely, *via email*
OAWU Tim Tice, *via email*

**BEFORE THE WATER RESOURCES DEPARTMENT
OF THE
STATE OF OREGON**

In the Matter of the Proposed Water Management and Conservation Plan for the City of Brownsville, Linn County)
)
) FINAL ORDER APPROVING A WATER
 MANAGEMENT AND CONSERVATION
 PLAN

Authority

OAR Chapter 690, Division 086, establishes the process and criteria for approving water management and conservation plans required under the conditions of permits, permit extensions and other orders of the Department.

Findings of Fact

1. The City of Brownsville submitted a Water Management and Conservation Plan (plan) to the Water Resources Department (Department) on August 8, 2022. The required statutory fee for review of the plan was received by the Department on August 8, 2022. The plan was required by a condition set forth in the final order issued on March 1, 2019 approving an extension of time for Permit G-12406.
2. The Department published notice of receipt of the plan on September 13, 2022, as required under OAR Chapter 690, Division 086. No comments were received.
3. The Department provided written comments on the plan to the City on November 3, 2022. In response, the City submitted a revised plan on January 11, 2023.
4. The Department reviewed the revised plan and finds that the revised plan is consistent with the relevant requirements under OAR Chapter 690, Division 086.

Conclusion of Law

The Water Management and Conservation Plan submitted by the City of Brownsville is consistent with the criteria in OAR Chapter 690, Division 086.

This is a final order in other than a contested case. This order is subject to judicial review under ORS 183.484. Any petition for judicial review must be filed within the 60-day time period specified by ORS 183.484(2). Pursuant to ORS 536.075 and OAR 137-004-0080, you may petition for judicial review or petition the Director for reconsideration of this order. A petition for reconsideration may be granted or denied by the Director, and if no action is taken within 60 days following the date the petition was filed, the petition shall be deemed denied.

Now, therefore, it is ORDERED:

Duration of Plan Approval:

- 1. The City of Brownsville Water Management and Conservation Plan is approved and shall remain in effect until **July 7, 2033**, unless this approval is rescinded pursuant to OAR 690-086-0920.

Development Limitation:

- 2. The limitation of the diversion of water under Permit G-12406 established in the Final Order approving an Extension of Time for Permit G-12406 (*issued on March 1, 2019*) remains unchanged. Subject to other limitations or conditions of the permit, therefore, the City of Brownsville remains authorized to **divert only up to 0.479 cubic foot per second (cfs) (out of the total permitted 1.25 cfs)** of water under Permit G-12406.

Plan Update Schedule:

- 3. The City of Brownsville shall submit an updated plan meeting the requirements of OAR Chapter 690, Division 086 (effective December 23, 2018) within ten (10) years and no later than **January 7, 2033**.

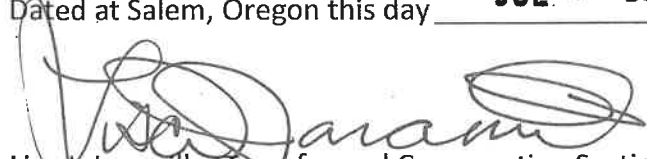
Progress Report Schedule:

- 4. The City of Brownsville shall submit a progress report containing the information required under OAR 690-086-0120(4) by **July 7, 2028**.

Other Requirements for Plan Submittal:

- 5. The deadline established herein for the submittal of an updated Water Management and Conservation Plan (consistent with OAR Chapter 690, Division 086) shall not relieve the City of Brownsville from any existing or future requirement(s) for submittal of a Water Management and Conservation Plan at an earlier date as established through other final orders of the Department.

Dated at Salem, Oregon this day **JUL 11 2023**



Lisa J. Jaramillo, Transfer and Conservation Section Manager for
DOUGLAS E. WOODCOCK, ACTING DIRECTOR
Oregon Water Resources

Mailing date: **JUL 12 2023**

Notice Regarding Servicemembers: Active-duty servicemembers have a right to stay proceedings under the federal Servicemembers Civil Relief Act, 50 U.S.C. App. §§501-597b. For more information contact the Oregon State Bar at 800-452-8260, the Oregon Military Department at 971-355-4127, or the nearest United States Armed Forces Legal Assistance Office through <http://legalassistance.law.af.mil>.



Oregon

Tina Kotek, Governor

Department of Environmental Quality

Western Region Eugene Office

165 East 7th Avenue, Suite 100

Eugene, OR 97401

(541) 686-7838

FAX (541) 686-7551

TTY 711

May 30, 2023

Scott McDowell
City Administrator
255 N Main St
PO Box 188
Brownsville OR, 97327

Re: Review and Acceptance of the 2022-2023 TMDL Implementation Plan Annual Report for the City of Brownsville

Dear Scott McDowell,

Thank you for submitting the Brownsville 2022-2023 TMDL Implementation Plan Annual Report. The Department has reviewed your report and finds that the report complies with the annual reporting requirement. Based on the report, ongoing efforts or standard business practices that support the protection of water quality remain underway.

I would like to reaffirm that I am available as a resource to assist you as you move forward with TMDL implementation. Please feel free to contact me at (541) 687-7347 for assistance.

Best regards,

Priscilla Woolverton

Priscilla Woolverton
Willamette Basin Coordinator

Ec: Heather Tugaw, Interim Western Region Watersheds & Stormwater Manager, DEQ

**CONTACT:**

City of Brownsville
 Scott McDowell, City Administrator
 Phone: (541) 466-5880
 Email: admin@ci.brownsville.or.us



GOVERNMENT CAPITAL
 CORPORATION

CONTACT:

Government Capital Corporation
 Jana Jay, Municipal Finance Specialist
 Phone: (817) 722-0217
 Email: Jana.Jay@govcap.com

For Immediate Release

CITY OF BROWNSVILLE ANNOUNCES RECREATION CENTER REMODEL

Brownsville, OR (July 2023) – The City of Brownsville has begun construction on its community recreation center renovations. The improvements to the facility, built in 1927, include bringing the building up to code, adding safety measures, and refreshing the interior. One of the biggest phases of the project will be replacing the gym floor.

The facility, originally built as the gymnasium for the city’s high school, has acted as the community’s recreation center since 1981. The Central Linn Recreation Association has served as a local partner providing sports and youth programs for Brownsville and the surrounding communities.

Interior demolition of the building concluded last month, and the improvements are expected to be completed by the end of September 2023. The architect for the project is Wood Block Architecture from Portland, OR, and construction is being managed by J. E. John Construction from Vancouver, WA. Financing for the project was provided by Government Capital Corporation from Southlake, TX.

“I cannot say enough about our experience partnering with Government Capital on this project,” stated Scott McDowell, City Administrator, City of Brownsville. “The gap financing Gov Cap provided made our project possible. We appreciate all they do for us and cities across Oregon. Their expertise is evident in how quickly they get us what we need. We look forward to partnering again on our next project.”

“I want to congratulate Scott McDowell and the City of Brownsville on their recreation center improvements,” commented Jana Jay, Municipal Finance Specialist, Government Capital Corporation. “We take great pride in assisting Oregon cities in meeting their goals and objectives which allow them to better serve their communities for decades to come.”

About the City of Brownsville

The City of Brownsville was founded in the 1840s and is conveniently situated on Interstate 5 between Albany and Eugene. Downtown Brownsville is a wonderful collection of 1880's to 1920's buildings with many historic houses dating back to the 1850's. The historic downtown shopping district draws visitors from all over the world. To learn more about the City of Brownsville, visit www.ci.brownsville.or.us.

About Government Capital Corporation

Government Capital Corporation is a leading public finance firm providing professional financial services to all local governmental entities. Since its founding in 1992, the company and its affiliates have successfully completed thousands of municipal financings exceeding \$5 billion in Oregon and across the country. For more information, visit www.govcap.com.

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www.ci.brownsville.or.us

City Hall

255 N. Main Street • P.O. Box 188
Brownsville, OR 97327 • 541.466.5666
Fax 541.466.5118 • TT/TDD 800.735.2900

July 20th, 2023

Mrs. Anita R. Pilkenton

504 Spaulding Avenue
Brownsville, OR 97327

Re: Recent letter dated June 8th, 2023

Dear Mrs. Pilkenton,

City Council received your letter in their agenda packet last month and asked Staff to send you a written response. Please refer to your letter as the items below correspond to your complaints.

1. The City of Brownsville has a contract with the City of Lebanon to sweep the streets in town once a month. Owning the equipment is cost prohibitive for a town the size of Brownsville.
2. Sidewalks are the responsibility of the property owner, not the City.
3. Sidewalks across the bridge are the responsibility of Linn County Road Department. I am not sure what standard of cleanliness you are wishing to achieve for sidewalks, but the Linn County Road Department has thousands of bridges and miles of roads to maintain.
4. The City spends considerable time, effort and money maintaining street trees throughout town. Public Works Superintendent Karl Frink is in the process of dealing with the trees you referenced in your letter. Occasionally, an issue will persist longer than we would like, however, that is due to other priorities that are more important. Staff manages issues based on need and priority, and as time allows.
5. Flower baskets were sponsored by the Chamber of Commerce. The Chamber made the decision to discontinue the baskets two years ago for financial reasons.
6. Lawn maintenance is the sole responsibility of the property owner or tenant.
7. City trash cans are emptied regularly, always on Friday. Unless the City has a water line or other emergency that takes the crew away from those duties.

8. All public restrooms are a maintenance nightmare for Brownsville. All public property is trashed by the public. Public Works does the best they can to ensure the restrooms are clean, but it only takes one person to completely make a mess.

City Staff, business owners, and nearly all property owners do an excellent job keeping Brownsville beautiful. The City receives far more compliments than complaints. The City has cleaned up many properties throughout the years and maintains a high standard for public property. Unfortunately, it is impossible to make everyone happy.

Sincerely,



S. Scott McDowell
City Administrator

Enclosure

c: Staff
Council



Commissioners accept transportation funding

ALBANY — Transportation programs in several Linn County communities will receive about \$6 million in funding approved May 11 by the Oregon Transit Commission, Special/Rural Transportation Coordinator Reagan Maudlin told the Linn County Board of Commissioners Tuesday morning.

In January, the commissioners approved applying for the funds which cover a 2023-2035 biennium.

The funding comes in two categories, the State Transportation Improvement Fund, which comes from ID card fees, non-highway gas tax, and cigarette tax revenues and the STIF Payroll fund, which is supported by a statewide payroll tax of one-tenth of one percent.

Known as STIF Population funding, disbursements include: City of Albany, Dial-A-Ride, \$50,000; City of Lebanon Dial-a-Bus/LINX, \$138,821; Oregon Cascades West Council of Governments, \$36,000; Oregon Mennonite Residential Services, \$15,000; Senior Citizens of Sweet Home Dial-a-Bus, \$50,000; Senior Citizens of Sweet Home Linn Shuttle, \$196,000; Volunteer Caregivers, \$120,000; Sunshine Industries, \$65,000; Total: \$670,821.

The STIF Payroll biennium totals are: City of Albany Linn-Benton Loop, \$683,000; City of Albany Linn-Benton Loop, \$99,000; City of Albany — Albany Transit System, \$1,276,850; City of Lebanon Dial-a-Bus, \$1,618,000; Oregon Cascades West Council of Governments, \$50,000; Senior Citizens of Sweet Home Linn Shuttle, \$880,000; Senior Citizens of Sweet Home Dial-a-Bus, \$502,000.

In a written report to the Commissioners, Maudlin noted, “These STIF projects represent bare minimum funds to maintain existing public transportation services in Linn County with only two exceptions. The OCWCOG project is to continue a live online bus tracking service for public access and Albany ATS are awarded funds to support the only expansion project for the period. Lebanon LINX and Senior Citizens of Sweet Home Inc. each respectively are maintaining expansion projects that were successful from prior grant periods.”

In other business, the Commissioners:

- Were informed by Dr. Adam Brady there were 65 births in the county in June, 35 girls and 30 boys and 117 deaths, which included three suicides. Tobacco use was a contributing factor in about 19% of the deaths.
- Approved a contract between the Public Health Department and the Jackson Street Youth Shelter to rent one shelter bed at \$148.53 per day for young people who may need assistance due to Alcohol & Drug or mental health issues. Not to exceed \$54,215.
- Approved a student affiliation agreement with Grand Canyon University in Phoenix, Arizona to provide unpaid internships to students in the nursing degree program.
- Gave Law Library Librarian Amber Boedigheimer permission to apply for a \$45,000 grant from the Jackson Foundation to continue support of the county’s Landlord-Tenant Warm Line to assist people who are facing eviction.
- Were informed by County Accounting Officer Bill Palmer that conservative budgeting and spending during the past fiscal year resulted in an 80 percent expenditure of General Fund money compared to 77 percent the prior year, 46.5 percent of the Road Fund; 76.8 percent of the Law Enforcement Levy and 68 percent of the Health Fund. The county begins the new fiscal year with a \$91 million beginning fund balance, up about \$11 million over the prior year. The county kept a close eye on personal services, 89 percent and materials and services at just 54 percent of budget.

Approved 4 percent Cost of Living Adjustments to members of the SEIU/OPEU union and the Juvenile Detention Association.

Media contact: Alex Paul, Linn County Communications Officer, 541-409-8025 or email apaul@co.linn.or.us.



LOC News

Pharmacy Subsidy Bill Fails in Final Hours of Session

Thanks in large part to LOC member advocacy, legislation that would have dramatically increased prescription dispensing fees and curtailed health plan negotiations for network pharmacy cost savings did not garner sufficient votes to pass.

HB 3013, which passed the House with four dissenting votes, sought to regulate pharmacy benefit managers and guarantee pricing transparency for pharmacists, provisions the LOC did not object to. However, the bill also would have increased costs to CIS member plans by \$5 million, and self-insured employers would have been impacted similarly. Added costs would have come on top of existing health insurance inflation and would likely have been shouldered by cities, employees, and retirees.

The bill failed on a 14-11 vote with five absentees, thus not achieving the required 16 votes for passage.

Contact: Scott Winkels, Lobbyist, swinkels@orcities.org

Last Updated 6/30/23

S. Scott McDowell

From: Rep Cate <Rep.JamiCate@oregonlegislature.gov>
Sent: Saturday, July 1, 2023 8:04 PM
To: admin@ci.brownsville.or.us
Subject: Capitol Construction Funding

Scott,

Our office would like to thank you for submitting a funding request to our office. Unfortunately, Brownsville's requests were not selected but we will continue to advocate for your needs here in Salem. This year was a frustrating one for funding allocations, and the only projects selected for House District 11 were the Halsey and Sodaville wells (the lowest ticket items on the district's requests), and even those, we're still waiting for the governor to sign (rather than line-item veto) SB 5506 before we consider the funding official.

As always, please feel free to reach out to us at any time. Our office is here to be a resource to you.

Kindest regards,

Conner Booth
Legislative Assistant
Representative Jami Cate | HD 11

S. Scott McDowell

From: NAYAR Roxy * DEQ <Roxy.NAYAR@deq.oregon.gov>
Sent: Friday, June 30, 2023 2:21 PM
Cc: SPERRY Arianne * DEQ; GRABHAM Cheryl * DEQ; RHOADES Cathie * DEQ
Subject: Needs Assessment is now available

Hello,

The report summarizing the results of the first survey of local government recycling service expansion needs is now available on DEQ's [Local Government Compensation page](#). Before you begin reading the report, please note:

- The report contains the responses from the 245 Oregon cities, counties, and wastesheds who completed the needs assessment survey.
- The report will be used by the prospective Producer Responsibility Organization(s) to develop the program plans they will submit to DEQ by March 31, 2024. The program plan will describe how and when the PROs will provide funding or reimbursement to the local governments that participated in the survey.
- If multiple PROs submit program plans in the spring of 2024, DEQ will designate one PRO with the responsibility of contacting and negotiating with local governments regarding the recycling service expansion needs identified in the needs assessment.
- It is possible that while developing its program plan, a PRO may reach out to a local government before the spring of 2024 with clarifying questions about recycling service expansion needs identified in the survey. A local government may respond directly and may choose to work with their service provider to provide requested information. A local government may choose to refer the PRO to their service provider if the local government intends to designate the service provider to receive PRO funding for recycling service expansion.
- Local governments will have the opportunity to formally designate service providers to receive PRO funding in early 2024.

If you have questions, please reach out to your Regional Specialist:

Eastern Region

- Laurie Gordon, laurie.gordon@deq.state.or.us, 541-408-7842 (Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jefferson, Klamath, Lake, Malheur, Milton-Freewater, Morrow, Sherman, Umatilla, Union, Wallowa, Wasco and Wheeler counties)

Northwest Region

1. Lexi Meek, lexi.meek@deq.state.or.us, 503-319-5681 (Clackamas, Clatsop, Multnomah, and Washington counties)
2. Gretchen Sandau, gretchen.sandau@deq.state.or.us, 503-915-6786 (Clackamas, Columbia, Multnomah, Tillamook, and Washington counties)

Western Region

1. Cathy Brown, cathy.brown@deq.state.or.us, 503-753-6153, (Coos, Curry, Douglas, Jackson, Josephine and Lane counties)
2. Cat Rhoades, cathie.rhoades@deq.state.or.us, 503-446-7410 (Benton, Lincoln, Linn, Marion, Polk and Yamhill counties)

Thank you,

Roxann Nayar
 Recycling Program Analyst, Tribal Liaison
 Oregon Department of Environmental Quality
 Pronouns: (she/her)



Select the filters below and then choose a City/County.

Sort By:
Trade Name

Effective and Expiration Dates

All Licenses

Filter By: None

Enter partial licensee name or trade name or complete license number or premises zip code, ...

To select a specific license type or types, de-select, "All" and re-select the desired license type(s).

License Type

All

Select a specific government or governments or select "All" for all jurisdictions.

City/County

BROWNSVILLE

Download as Spreadsheet

For best PDF download results, select Include: Specific sheets from this dashboard..

Download PDF

OREGON LIQUOR & CANNABIS COMMISSION

Liquor Licensee List

YOU MUST SELECT A CITY/COUNTY BEFORE DATA WILL LOAD.

Report Date: July 3, 2023

City/County	County Name	Trade Name	License No.	Premises No.	License Type	License Type Descri
BROWNSVILLE	LINN	ARMANDOS FAMILY RESTAURANT	370056	46040	F-COM	FULL ON-PREMISES
BROWNSVILLE	LINN	BROWNSVILLE VIDEO	367678	48307	O	OFF-PREMISES SALE
BROWNSVILLE	LINN	DARI MART STORE #24	367400	4952	O	OFF-PREMISES SALE
BROWNSVILLE	LINN	DOLLAR GENERAL STORE #18547	367452	58701	O	OFF-PREMISES SALE
BROWNSVILLE	LINN	HARPERS WINE HOUSE	368977	55666	L	LIMITED ON-PREMISES
BROWNSVILLE	LINN	JERRY'S GAS & FOOD MART	367741	40133	O	OFF-PREMISES SALE
BROWNSVILLE	LINN	KIRK'S FERRY TRADING POST	370059	49205	F-COM	FULL ON-PREMISES
BROWNSVILLE	LINN	THE BROWNSVILLE SALOON	369065	4951	F-COM	FULL ON-PREMISES

S. Scott McDowell

From: Oregon DEQ News <ordeq@public.govdelivery.com>
Sent: Tuesday, July 18, 2023 10:15 AM
To: admin@ci.brownsville.or.us
Subject: City of Sandy must pay \$500,000 in penalties, limit sewer hookups under new agreement with EPA, USDOJ, DEQ



City of Sandy must pay \$500,000 in penalties, limit sewer hookups under new agreement with EPA, USDOJ, DEQ

Date: July 18, 2023

Statewide, OR—The U.S. Environmental Protection Agency, the U.S. Department of Justice, the Oregon Department of Environmental Quality, and the City of Sandy have agreed on a set of measures the city will undertake to stem the city's frequent violations of the Clean Water Act, including significantly limiting new sewer connections and upgrading its aging wastewater treatment system.

The [consent decree](#) settles violations of the Clean Water Act that date back to 2017 when DEQ found that discharges from the city's wastewater treatment plant were regularly exceeding permitted levels and polluting Tickle Creek and the Clackamas River. As part of the agreement, Sandy must complete a set of improvements to the wastewater treatment plant by Oct. 31, 2023, that will improve reliability and capacity.

Additionally, the city must continue with its Sewer Assessment and Rehabilitation Program to reduce the amount of rain and groundwater that enters the collection system. The investigation portion of the project must be completed by Dec. 31, 2025, and all identified corrective measures within the sewer system must be completed within 10 years.

The city agreed to pay \$500,000 in civil penalties for violations of its water quality permit – \$250,000 to the U.S. Treasury and \$250,000 to Oregon.

This settlement furthers EPA's [National Enforcement and Compliance Initiative](#) to reduce significant noncompliance with discharge permits by municipalities and improve surface water quality.

“This agreement shows what we can do when we work together,” said Casey Sixkiller, Regional Administrator of EPA Pacific Northwest & Alaska office in Seattle. “The City of Sandy is taking the right steps to correct a long-standing problem, and EPA will be there to support their progress wherever we can.”

“I’m proud that we were able to come together to resolve an issue in a way that protects the environment and people’s health and holds the City of Sandy accountable, while also addressing the needs of a growing community,” said DEQ Director Leah Feldon. “The Clackamas River is an Oregon gem, and this agreement will help ensure it runs clear and cold for generations to come.”

Background

The City of Sandy operates a wastewater treatment plant to treat domestic wastewater. The plant operates under a National Pollutant Discharge Elimination System permit to discharge to Tickle Creek, a tributary of the Clackamas River. Sandy has reported hundreds of violations of permit limits since 2017.

DEQ has been delegated authority to enforce violations of the Clean Water Act. However, EPA retains the authority to enforce violations within Oregon. EPA’s involvement often results in the establishment of a federally enforceable timeline, in the form of a court order Consent Decree – with which the City of Sandy has now agreed – to comply with federal environmental laws.

Consent decree details

Under the terms of the consent decree Sandy must:

- Pay a \$250,000 civil penalty to the U.S. within 30 days of the effective date of the consent decree. The city also must pay Oregon \$24,300 owed from a previous penalty within 30 days and an additional \$250,000 penalty. The Oregon penalty may be reduced to \$50,000 if the city completes a Supplemental Environmental Project worth \$200,000 by Dec. 31, 2028.
- Continue with its Sewer Assessment and Rehabilitation program to reduce the amount of rain and groundwater that enters the collection system.
- Develop and implement a capacity, management, operation, and maintenance (“CMOM”) program designed to ensure the collection system provides a high level of service to customers and reduces regulatory noncompliance.
- Complete preliminary design improvements by Oct. 31, 2023. This is a set of improvements to the treatment plant identified in a report prepared for Sandy to improve reliability and increase capacity.
- Submit an Amended Wastewater Facilities Plan to bring the city into compliance with its water quality permit and keep the city in compliance in the future. The schedule for final completion of all work under the plan shall

be as expeditious as possible, but no longer than 15 years from the date EPA and DEQ approve the plan.

- Implement a Capacity Assurance Program that will limit new connections to Sandy's sewer system until the city has demonstrated that adequate capacity exists in the system.
- Every six months, submit a report describing progress that meets the above requirements.

Opportunity for public comment

The consent decree is currently available for public review and comment before it is effective. EPA, ODEQ, and the U.S. Department of Justice invite all affected community members and other stakeholders to review the consent decree and provide any relevant comments. The public comment process is designed to help ensure that all voices are heard and that all views about the consent decree are considered. To review the materials for this action and/or provide comment, please go to: <https://www.justice.gov/enrd/consent-decree/us-et-al-v-city-sandy-oregon>

The deadline to submit public comments is Aug. 10, 2023.

Media contacts:

DEQ: Harry Esteve, harry.esteve@deq.oregon.gov, 503-951-3856

EPA: Bill Dunbar, Dunbar.bill@epa.gov, 206-245-7452

About Oregon's 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.

###

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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

S. Scott McDowell

From: DEQ Online Subscriptions <ordeq@public.govdelivery.com>
Sent: Monday, July 10, 2023 12:07 PM
To: admin@ci.brownsville.or.us
Subject: Update on DEQ Title V Program Fees

Update on DEQ Title V Program Fees

The Department of Environmental Quality is updating interested parties on the outcome of [HB 3229](#), a bill to stabilize the Title V program, and the impact to Title V permit holders. HB 3229 authorizes an increase to the Title V base and emission fees by 43% in 2023 and an additional non-compounding 40% in 2024, to sustain the Title V program. HB 3229 as adopted, increases the Title V base fee to \$12,504, and the emissions fee to \$95 a ton, for the 2023 invoicing cycle.

As we communicated in February 2023, Oregon's Title V operating permit program requires increased funding to provide essential program services. Costs have significantly increased since the last time the legislature adjusted the Title V fees in 2011. HB 3229A provides a staggered fee increase over two years. In addition to the 2023 increase, the bill raises the base fee to \$16,002 and the emission fee to \$121 per ton in 2024.

The fees cover DEQ's costs to implement the Title V program to regulate Oregon's major industrial sources. Activities include permit writing, permit modifications, construction approvals, annual report reviews, inspections, air quality monitoring, source test reviews, enforcement, public engagement, and small business assistance.

DEQ will request the Environmental Quality Commission adopt a temporary rule to implement the 2023 adjustments to the statutory Title V fees impacted this year by HB 3229 and HB 5018. The EQC is scheduled to meet on July 20, 2023, 9 a.m. to 5 p.m. The public can attend virtually via Zoom and in-person at the Portland State Office Building, 800 NE Oregon St, Portland, OR 97232. Zoom details and all meeting materials will be posted on the [EQC website](#) no later than July 19.

DEQ will conduct a formal rulemaking, including stakeholder engagement and a public notice process, to permanently implement all increases authorized by HB 3229 and HB 5018.

Title V Base, Emissions and Specific Activity Fees		
Fee category	Current Fee	Proposed 2023 Fee
Annual base fee	\$8,744	\$12,504
Emission fee/ton*	\$66.10	\$95
Administrative permit revision fee	\$533	\$762
Simple permit revision fee	\$2,133	\$3,050
Moderate permit revision fee	\$15,995	\$22,873
Complex permit revision fee	\$31,989	\$45,744
Ambient air monitoring review fee	\$4,265	\$6,099

*Annual emission fees are determined by the total emissions reported for the previous calendar year.

Goals 2023-2024



1. Focus on the Fundamentals.
 - ★ *Protect & manage Brownsville's treasury.*
 - ★ *Foster cooperative and productive relationships both internally & externally.*

2. Advocacy Plan.
 - ★ *Create an advocacy committee charged with developing an advocacy strategy complete with written policy statements as an effort to participate in the State legislative process and in the Federal legislative process when appropriate.*
 - ★ *Focus on home rule with other stakeholders, partnerships, and other regional efforts to strengthen City policy positions.*
 - ★ *Monitor new laws, tort limits, and recreational immunity protections for local amenities.*

3. Capital Improvements Plan.
 - ★ *Complete Rec Center Renovation project.*
 - ★ *Complete the GR 12 Waterline extension.*
 - ★ *Plan for new sewer lagoon along with operational improvements.*
 - ★ *Plan for construction of new pavilion and relocation of the playground.*
 - ★ *Analyze new TMDL plan.*

4. Community Development Plan.
 - ★ *Refine Brownsville Municipal Code to better reflect actual practice.*
 - ★ *Adopt building rules and standards to preserve and promote the historic aesthetic.*
 - ★ *Continue the local & regional emergency preparedness efforts.*
 - ★ *Support youth activities with community partners.*

5. Economic Development Plan.
 - ★ *Participate in regional efforts and opportunities with partner cities.*
 - ★ *Support and implement the Rural Economic Alliance's 5-year strategic plan.*
 - ★ *Complete and implement the Land Use inventory.*

6. Water Rights.
 - ★ *Explore possible additional water source options.*
 - ★ *Continually work on monitoring and perfecting City water rights.*
 - ★ *Implement the State required Water Management & Conservation Plan.*

7. Organizational Development.
 - ★ *Review Council rules and policies.*
 - ★ *Focus on Council leadership development & training.*
 - ★ *Foster positive and effective working relations between Council and Staff.*
 - ★ *Maximizing social media efforts to promote City projects and events.*
 - ★ *Focus on recognizing volunteers, meeting training and procedures for all official boards & committees.*



2023-2024 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:



2023-2024 Council Values

- | | |
|-------------------------|----------------------------|
| 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

- 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.
- 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.
- 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.
- Civil Rights Act of 1964.* 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
3. Strategize & Develop Action Steps



2023-2024 Council Values

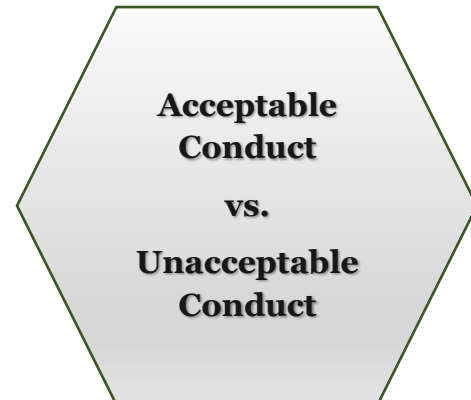
4. Implement & Execute
5. Review Outcomes

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



MONTH END FINANCIAL RECAP

		JUNE 2023					
		REVENUE	EXPENDITURES	YTD	%	Unexpended	
1	GENERAL	\$ 53,244.51	\$ 499,537.39	\$ 1,541,636.48	39.91%	\$ 2,321,019.52	1
2	WATER	\$ 80,613.84	\$ 32,879.67	\$ 416,889.44	42.36%	\$ 567,245.56	2
3	SEWER	\$ 41,576.20	\$ 20,843.57	\$ 292,449.02	35.49%	\$ 531,681.98	3
4	STREETS	\$ 18,187.35	\$ 18,635.61	\$ 217,761.97	58.85%	\$ 152,288.03	4
5	WATER BOND	\$ 663.59	\$ -	\$ 46,394.00	43.00%	\$ 61,506.00	5
6	SEWER BOND	\$ 1,650.67	\$ -	\$ 300,569.76	86.62%	\$ 46,430.24	6
7	SEWER DEBT FEE	\$ 12,323.07	\$ -	\$ 147,011.71	117.61%	\$ -	7
8	BUILDING & EQUIPMENT	\$ 964.87	\$ 40,000.00	\$ 40,000.00	17.99%	\$ 182,300.00	8
9	WATER RESERVE	\$ 2,496.51	\$ -	\$ -	0.00%	\$ 150,760.00	9
10	HOUSING REHAB	\$ 963.16	\$ -	\$ -	0.00%	\$ 221,300.00	10
11	WATER SDC	\$ 348.28	\$ -	\$ -	0.00%	\$ 168,150.00	11
12	SEWER SDC	\$ 2,213.13	\$ -	\$ -	0.00%	\$ 606,400.00	12
13	STORMWATER SDC	\$ 605.05	\$ -	\$ -	0.00%	\$ 211,400.00	13
14	BIKEWAY/PATHS	\$ 2,158.51	\$ -	\$ -	0.00%	\$ 60,200.00	14
15	LIBRARY TRUST	\$ 33.22	\$ -	\$ -	0.00%	\$ 7,630.00	15
16	CEMETERY	\$ 36.45	\$ -	\$ -	0.00%	\$ 8,226.00	16
17	TRANSIENT ROOM TX	\$ 8.06	\$ -	\$ 2,110.00	100.00%	\$ -	17
18	SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19	LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 9,985.00	19
20	COMMUNITY PROJECTS	\$ 629.68	\$ 1,519.97	\$ 14,484.97	14.26%	\$ 86,065.03	20
		\$ 218,716.15	\$ 613,416.21	\$ 2,872,295.64			

Key Bank Account	
<i>General Checking</i>	\$ 125,829.45
Oregon State Treasury	\$ 6,399,391.63
<i>Community Improvements</i>	\$ 173.18
<i>Project Escrow Holding</i>	\$ 19,956.39
<i>Project Holding Acct #2</i>	\$ 53,283.24
<i>CLRC Renovation Acct</i>	\$ 600,266.30
TOTAL OST / LGIP	\$ 7,073,070.74

2022-2023	YTD	% of Total
Appropriated	\$ 8,265,883.00	34.75%

Total Bonded Debt (Principal Only)	
\$	172,298.00
\$	5,520,000.00
\$	5,692,298.00

Total Bonded Debt is \$8,438,044 (Principle & Interest)

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

ARPA Funds SLFRP	\$404,801.67	Total Funds Received
<i>(American Rescue Plan Act)</i>	\$202,457.75	Funds Disbursed

Previous Month Court Revenue \$197.50