

# Council Agenda Packet

Tuesday, December 19<sup>th</sup>, 2023 | 7:00 p.m. | Council Chambers | In-Person



## Table of Contents

1	Agenda
3	<i>Minutes: November 28<sup>th</sup>, 2023</i>
8	Administrator
19	Public Works
21	Planning
22	Sheriff
23	Library
-	Office
24	<b>Resolution 2023.20:</b> Audit's Division FY 2022.2023
26	<b>Resolution 2023.21:</b> GR12 Well Water Line Contract Award
27	<b>Ordinance 803:</b> BMC 2.30.030 Removal From Office ( <i>Second Reading</i> )
28	<b>Ordinance 804:</b> Camping Modifications Title ( <i>First Reading</i> )
29	Calapooia Food Alliance Proposal
31	Facility Rental Schedules   <i>Pioneer Park &amp; Rec Center</i>
34	Parks & Open Space Advisory Board Application
35	EPC Annual Report
37	GR12 Project Information   <i>Dyer Partnership</i>
40	Website Upgrade Awareness Notice
46	Linn County Information   <i>Notice</i>
48	League of Oregon Cities Bulletin   <i>Addiction Crisis</i>
49	Cyber Articles
60	Representative Jami Cate   <i>Joint Letter Green Peter Reservoir</i>
66	League of Oregon Cities   <i>Article</i>
67	Department of Environmental Quality (DEQ) Fines
69	PSU Population Estimate
70	Senator Chavez-DeRemer
77	2023.2024 Council Goals & Values
81	Financials



## Council Meeting

Tuesday, December 19<sup>th</sup>, 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: November 28<sup>th</sup>, 2023
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
  - A. Wade Long | *Rally on the River*
  - B. Annual Audit Presentation
  - C. Cybersecurity | *CIS Required Review*
- 7) DEPARTMENT REPORTS:
  - A. Sheriff
  - B. Public Works
  - C. Administrator
  - D. Planning
  - E. Library
  - F. Office
  - G. Council | *Mayor Craven*
- 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 2023.20:** Audit's Division FY 2022.2023
  - B. **Resolution 2023.21:** GR12 Well Water Line Contract Award
  - C. **Ordinance 803:** BMC 2.30.030 Removal From Office (*Second Reading*)



D. **Ordinance 804:** BMC 2.30.030 Camping Chapter (*First Reading*)

10) ACTION ITEMS:

- A. Calapooia Food Alliance | *Proposal*
- B. Facility Rental Schedule | *Proposal*
- C. Library Advisory Board & Park Board Appointments

11) DISCUSSION ITEMS:

- A. EPC Annual Report | *Tammi Morrow*
- B. November Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

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



## Council Minutes

November 28<sup>th</sup>, 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, and Councilor LaCoste present. Administrative Assistant Elizabeth Coleman, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell were also present.

**ABSENT:** Full Council in attendance.

**PUBLIC:** Michael Parker, Rhoda Fleishman, Melissa Haendel, Joshua Bloomfield, Iris Hodge, Betty & Michael Doren, Tika Harrison, Veronica Martin, Paige Henry, Yolanda & Rick Tauzer, Betsy Ramshur, Mandy Cole, Tricia Thompson, Chenoweth Robertson, Joni Nelson, Don Lyon, Peggy Purkerson, Lisa & Thomas McGinnis, Ryan Vogt (*Cascades West Council of Governments*), Cheryl Haworth, Don Andrews, Janet Garrard, Barbara Andersen, Dan Murphy, Phebe Howe, Cam Elder, Natalie Wade, Debi & Greg Garten, and Pam Solberg.

The pledge of allegiance was recited.

**ADDITIONS AND DELETIONS:** None.

**MINUTES:** Councilor Solberg made a motion to approve the October 24<sup>th</sup>, 2023 meeting minutes as presented. Councilor Chambers seconded the motion and the motion passed unanimously.

### **PUBLIC HEARING | PRESENTATIONS:**

1. **Ryan Vogt | Cascade West Council of Governments (COG).** Executive Director Ryan Vogt reviewed programs and efforts happening at the COG highlighting a new branding of the Meals on Wheels program, new efforts on supporting small communities with grant writing assistance and support, and a renewed focus on rural economic development activities. The City is a member of the COG that includes Linn, Benton & Lincoln counties. To learn more, please visit their website: <https://www.ocwcog.org>.
2. **Chenoweth Robertson | Central Linn Community Foundation (CLCF).** Chenoweth Robertson requested Council continue their partnership with the Central Linn Community Foundation. Robertson highlighted the Foundation's grant program and philanthropic efforts in the Central Linn Community. More information on the Foundation is available at <https://centlinncf.org>. Council passed a unanimous motion to continue support of the Foundation.

*Councilor Chambers made a motion to partner with CLCF this year in the amount of \$1,500. Councilor Solberg seconded the motion and it passed unanimously.*

3. **Scott McDowell | Total Maximum Daily Load (TMDL) Semi-Annual Report.** McDowell provided the semi-annual plan review. McDowell covered in depth the history of the U.S. EPA and the origin of these new requirements (see City Administrator's slides). The City is doing its best to deal with this unfunded mandate that carries a hefty, future price tag. TMDL focuses on regulations and requirements pertaining to stormwater runoff. The City already has many requirements for new developments in place as well as a stormwater study from Lee Engineering (1997) that concludes the City does not have an stormwater system.

### **DEPARTMENT REPORTS:**

1. **Linn County Sheriff's Office (LCSO) Report.** Sergeant Frambes reviewed the stats for October highlighting several items that included reminding everyone that this is scam season. Make sure you





## Council Minutes

know you are dealing with reputable people and companies to prevent yourself from being a victim. Cars are being stolen due to the cold weather; owners are letting their cars warm up and thieves are taking the easy opportunity to drive off. Home security cameras are a good investment, most are easily mounted, and battery operated. Many come with an app for your phone that can provide a very effective level of home security. The LCSO has charged a suspect with the two burglaries at Napa; LCSO continues their investigation.

2. **Public Works.** No report tonight.
3. **Administration.** Administrator Scott McDowell City Report shared before and after photos of the Rec Center Renovation project. The project schedule has been adjusted to be completed by the third week of December 2023 due to delay installing the main power supply. Pacific Power is ready and willing to energize the building once the necessary equipment arrives.

McDowell reported that the new waterline project, GR 12, is out for bid. The easements have been secured, and Linn County Road Department permission secured. Bid closing is December 13<sup>th</sup>, the City engineer will provide recommendations to Council, and Council will likely award the contract on December 19<sup>th</sup>.

McDowell reported that there has been a lot of consternation about Green Peter water levels, and the water trouble that the City of Sweet Home is having. McDowell has fielded several calls concerning impacts to City of Brownsville water. Impacts are unknown for now, but it seems that private wells are being affected in Sweet Home; there has been no discernible impact to our watershed.

McDowell briefly highlighted the Natural Hazards Mitigation Plan (NHMP) that the City is working on with Linn County and the Department of Land Conservation & Development (DLCD) as part of a FEMA regulatory effort.

Recreational immunity has been challenged again, and a ruling handed down that may adversely affect the City and park system. The Oregon Supreme Court would not hear an appeal. City/County Insurance Services (CIS) has included language in an omnibus bill that will be introduced at the State Legislative Assembly's short-session in 2024.

McDowell informed Council that a reporter did a very nice article about the Brownsville Art Association recently. You can find the article on the website.

Several agreements were completed with local, non-profit groups and the City is awaiting a proposal from the Calapooia Food Alliance (CFA) for the potential use of public property for the Farmer's Market. McDowell related the City's past history with the CFA and other civic non-profit groups to provide clarity and context.

Mrs. Coleman and Mr. McDowell recently attended a Zoom meeting with River's Edge Homeowners Association. Several issues were discussed, and the City will be sending a letter to the homeowners in the subdivision in January to ensure that everyone understands the responsibilities of the Association and the responsibilities of the City. Pacific Power will be installing additional street lighting in the subdivision soon.

McDowell reported Staff will be making bond payments soon, and finalizing and filing the annual audit. The audit will be presented to Council at the December meeting.

McDowell is scheduled to be a guest panelist for Alyrica at the Knife River Training Center soon.

McDowell recently received complaints from a motorist traveling east on Stanard, and also about the crosswalk out on Highway 228. McDowell reminded Council that Main Street is a County road,



## Council Minutes

and Highway 228 is a State highway. He then reviewed the Manual on Uniform Traffic Control Devices (*MUTCD*) regarding signage, signals, etc. which is the document used to determine if intersection control meets those specific tests and criteria. Discussion ensued.

McDowell reported that he has received several concerns recently about internet trolling. A troll is a term for a person, usually anonymous, who deliberately starts an argument or posts inflammatory or aggressive comments with the aim of provoking either an individual or a group into reacting, basically bullying on-line. McDowell reminded Council that people are allowed to say what they want, to whoever they want, however they choose to reply or comment. There are many websites that provide social media guidance, advice, and best practices that folks may find helpful. McDowell stated that this is a public service announcement only.

4. **Planning.** No comments.
5. **Library.** No comments.
6. **Office.** No comments.
7. **Court.** No comments.
8. **Council Comments.** Mayor Craven reported that he, and a small group of other local officials, were invited to meet with Governor Kotek in Tangent at the Dixie Creek Saloon. The group discussed Measure 110 and how it is negatively impacting our communities. House Bill 3115 was also discussed, and the Governor commended Brownsville on designating time, place, and manner. Governor Kotek was interested in learning about rural economic development. Local officials came well prepared with information and questions on City issues and concerns. Mayor Craven will reach out and invite her to tour Brownsville to help her get a feel for our history and challenges.
9. **Citizen Comments.** Don Lyon, past CFA president, was present to discuss a recent meeting he had with Mr. McDowell and Mrs. Coleman regarding the continued use of Library Park for the Farmer's Market. Barbara Andersen, Melissa Haendel, and Tom & Lisa McGuinness also spoke in favor of the location (*see attached statements*).

Betty Doren spoke about a situation concerning a contractor building a new home at a site next to her residence. Issues included trees being cut down, stormwater runoff, and burning.

### **LEGISLATIVE:**

1. **Resolution 2023.18 | Business Oregon ROI Grant (Final Disposition).** *Councilor Hansen made a motion to approve R 2023.18. Councilor Winklepleck seconded the motion and it passed unanimously.*
2. **Resolution 2023.19 | River's Edge Open Space Final Disbursement.** *Councilor Winklepleck moved to approve R 2023.19. Councilor Humphreys seconded the motion and it passed unanimously.*
3. **Ordinance 802 | Parking Modifications (Second Reading).** *Councilor Hansen moved to read by title only. Councilor Chambers seconded the motion and it passed unanimously. Mayor Craven read O 802 by title only.*

*Councilor Winklepleck moved to approve O 802 as presented. Councilor Chambers seconded the motion and it passed unanimously.*



## Council Minutes

4. **Ordinance 803 | Brownsville Municipal Code 2.30.030 Removal From Office (First Reading)**. McDowell reported that this ordinance has been brought before Park Board and approved; it is mostly just housekeeping to bring it up to date with requirements enforced for the other City boards and committees. Several years ago, the City changed the frequency of the Parks & Open Space Advisory Board meeting schedule without changing this piece.

*Councilor Hansen moved to read by title only. Councilor Chambers seconded the motion and it passed unanimously.*

Mayor Craven read by title only. The ordinance will come before Council for the second reading in December.

### **ACTION ITEMS:**

1. **Officials Handbook Update**. Council adopted recommendations from the Legislative Advocacy Policy Committee (LAPC) at the last meeting. Those updates have been made in the Officials Handbook, and are ready for Council passage.

*Councilor Solberg moved to approve the updated Officials Handbook. Councilor Chambers seconded the motion and it passed unanimously.*

2. **Authorize Central Linn Recreation Center (CLRC) Open House**. McDowell stated that it is yet unknown the exact date for the CLRC completion, due to supply chain issues, but Staff would like to start planning an Open House event for the building. Council preferred the Open House be held in January 2024.

*Councilor Winklepleck moved to approve the event. Councilor LaCoste seconded the motion and the motion passed unanimously.*

3. **Pioneer Park Recommendations | Sub-Committee Options**. McDowell reported that the subcommittee including Council President Chambers, Councilor LaCoste, Mrs. Coleman, Mrs. Deaver, and himself, met to discuss recommendations to Council for Pioneer Park. McDowell clarified that certain agreements with civic organizations could allow for extra camping days. Camping days were discussed. Public Works Superintendent Frink recommends extended either Thursday or Monday, but not both days due to the Caretakers scheduling. McDowell also said that Councilor Hansen said the “shoulder” season camping would be done in conjunction with the rental of the pavilion. If someone rents the pavilion, they may add a camping package.

After thorough discussion, the subcommittee is recommending no alcohol be allowed in the park. Mayor Craven stated that he believes the City should now hold firm on this, due to recent recreational immunity challenges among other issues. Councilor Chambers remarked that allowing alcohol potentially opens the City up to unacceptable risk. Discussion followed.

*Councilor Chambers moved to limit the camping season from Memorial Day to Labor Day each year, extend camping days to include Thursday, Friday, Saturday, and Sundays, and to continue to prohibit alcohol in Pioneer Park. Councilor Humphreys seconded the motion and it passed unanimously.*

Mr. McDowell will formulate an ordinance and bring it to Council at the December meeting.



## Council Minutes

### DISCUSSION ITEMS:

1. **Recreational Immunity Implications.** McDowell related a recent court ruling that did not uphold recreational immunity in *Fields v. the City of Newport*. CIS (*City County Insurance*) is very concerned with future implications. They will be pressing forward with language for the State Legislature that will restore recreational immunity. Stay tuned.
2. **River's Edge Homeowner's Association.** McDowell, Coleman, and Frink will be drafting a letter to send out to homeowners in January. A letter will be sent by the City to every homeowner in the subdivision explaining responsibilities of the Association and the City.
3. **October Financials.** No comments.

### CITIZEN QUESTIONS & COMMENTS. None.

**COUNCIL COMMENTS.** Mr. McDowell addressed the CFA and City agreement and relationship. Statements were made earlier that this relationship and agreements have been made political. Agreements with the City's non-profit groups are not political. These agreements and negotiations have never been political, nothing has changed over the last two years. Council makes these agreements to enrich Brownsville. The current issue is easy to understand. The agreement with the CFA has expired for the use of the Farmer's Market on City owned property. A non-profit group (CFA) would like to continue using public property for their weekly event, April through October, although they have not made such a request. The City, and Staff, have no political angst against CFA in any manner, this is simply a public property use issue and a policy matter for Council to consider. Staff goes above and beyond to try to get to "yes" for our citizens.

Likewise, the Public Works Standards were created to ensure that developers put in public infrastructure correctly. Betty Doren has been addressing Council for several months about issues that are not City issues. All standards and requirements have been adhered to in that situation by the City of Brownsville and Linn County. Once the private property next door to Doren is completed, the City will complete final inspections. The builder cannot get occupancy until all requirements are satisfactorily met. It is important to note however, that certain situations are between property owners and are not matter for the City to address. Councilor Chamber agreed that it is Council's responsibility to protect our town and our citizens with the Public Works Standards.

Mayor Craven stated that communication is so important. He has heard social media rumors about Council's political bias toward the CFA. Council's actual actions do not reflect that. His actions do not reflect that either. Craven is the one who suggested allowing the CFA to use Park Avenue for additional space. He encouraged that Mr. McDowell be contacted if there are questions or issues about any agreement the City has with the CFA, just like has been the case for a very long time when working with non-profit organizations to avoid unnecessary confusion and concern.

**ADJOURNMENT:** Councilor Solberg moved to adjourn at 9:09 p.m. Councilor Winklepleck seconded the motion and it passed unanimously.

---

City Administrator S. Scott McDowell

---

Mayor Adam Craven



# City Administrator Report

December 19<sup>th</sup>, 2023

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

**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.

“Everyone is different, and beautifully unique. If we value our uniqueness, we value everything about us.”

~ Janet Jackson, Singer/Songwriter

“No man is wise enough, nor good enough, to be trusted with unlimited power.”

~ Charles Colton, Writer

“The basis of a democratic state is liberty.”

~ Aristotle



## AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

### 6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. **Wade Long | Rally on the River** – Wade Long will be presenting a video from this past year’s rally and will be talking about future plans including the upcoming Spartan rally in 2025.
- B. **Annual Audit Report** – Staff will present the numbers from City Auditor SingerLewak for FY 2022-2023. Staff has recently filed the audit with the required external organizations, developed the necessary resolution for the State, and entered the adjusted journal entries.
- C. **Cybersecurity Review** – The City is required by CIS policy to review cybersecurity issues twice a year. Staff will give a brief overview of cyber issues. There are a few articles and a definitions page included in the agenda packet for your review.



### 9) LEGISLATIVE:

- A. **Resolution 2023.20: Audit’s Division FY 2022.2023** – SingerLewak recently delivered the FY 2022-2023 Audit. Five budget findings were noted in their report that requires the City pass and file a resolution addressing these concerns with the Secretary of State’s Office. Please see the resolution for more information.





# City Administrator Report

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

Council is being asked to consider passage of the resolution. Council may modify the proposed resolution.

- B. Resolution 2023.21: GR12 Well Water Line Contract Award** – City Engineer Ryan Quigley has prepared his recommendation for award of the GR12 project based on the bids received on December 13<sup>th</sup>, 2023. I have included Quigley’s documents in the agenda packet. See the resolution for more details.

To view the plans and official documents, please check out this link: <https://www.ci.brownsville.or.us/administration/page/gr12-well-raw-water-line-pump-station-improvements-accepting-bids>.

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

Adopt the resolution to award the project as noted and authorize the Mayor & City Administrator to execute all necessary documents associated with the project.



- C. Ordinance 803: BMC 2.30.030 Removal From Office (Second Reading)** – From 11.28.2023: Several years ago, Council adopted a new annual meeting schedule for the Parks & Open Space Advisory Board, however, attendance requirements were not changed at the same time. This ordinance changes the language to match the other board and committee requirements as found in the Brownsville Municipal Code.

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

Adopt a motion to read by title only. Determine whether to pass the ordinance or not.

- D. Ordinance 804: BMC 2.30.030 Camping Chapter (First Reading)** – Council accepted recommendations from the ad hoc subcommittee that reviewed existing camping rules at the last Council meeting. Staff promised an ordinance for consideration at this meeting. By adopting this ordinance, the accepted recommendations will become part of the Brownsville Municipal Code.



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

Adopt a motion to read by title only. Consider the language.

## 10) ACTION ITEMS:

- A. Calapooia Food Alliance (CFA) | Proposal** – The CFA Board charged Joshua Bloomfield and Peggy Purkerson with the responsibility of drafting a proposal for City Staff review. The CFA is requesting the use of Library Park & Park Avenue for hosting the Farmer’s Market from April to October 2024. The CFA is also requesting that Council consider adopting policy or consider adopting an ordinance that would allow non-profit groups extended use of public property. Please see the proposal in the agenda packet for more information.

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

Consider the proposal.

## ***Options***

- ★ Procedurally, Council could direct Staff to create a draft agreement for Council consideration in January.





# City Administrator Report

Council would also direct Staff to research a potential policy change for the use of public property.

- ★ Council could grant a one-year agreement and not consider a policy change.
- ★ Council could not grant any agreement or policy change.

- B. Facility Rental Schedule | Proposal** – Based on the recommendations Council accepted last meeting, Staff has made additions and changes to the facility rental schedule to match the recommendations.

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

Council is being asked to officially review the fee schedule and request a review by the Parks & Open Space Advisory Board.

- C. Library Advisory Board & Park Board Appointments** – Council authorized advertisements for opening on the Boards listed above. Applications can be found in the agenda packet. The City received one application for each board.

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

Decide whether to appoint new members.

## 11) DISCUSSION ITEMS:

- A. EPC Annual Report | Simms & Frazier** ☑ – Each year the EPC President & Vice-President prepare a report for Council. The report is included in the agenda packet for your review. Administrative Assistant Tammi Morrow will provide a short oral report Tuesday evening.
- B. November Financials**



## UPDATES, INFORMATION & HAPPENINGS

**GR12 Waterline** – The City hosted a pre-bid walk on December 5<sup>th</sup>. Bids were opened on December 13<sup>th</sup>. City Engineer Ryan Quigley has prepared a bid tally and recommendation for Council's consideration. Please see Resolution 2023.21 for more information.

*From 11.28.2023:* City Engineer Ryan Quigley has put the project out for bid. The City will host a voluntary pre-bid walkthrough on December 5<sup>th</sup>. Bids will be due by December 13<sup>th</sup>. Quigley will have a recommendation of award to Council for the December 19<sup>th</sup> Council meeting. The construction contract will be ninety (90) days and will more than likely start in February.

*From 10.24.2023:* Linn County has authorized the easement requested by the City.

**Alyrica & the State of Oregon** – Madison Yock of Alyrica asked if I would serve as a panelist for the State's Office of Broadband's conference two weeks ago in Albany. It was a nice conference and I was glad to be asked to speak. The State is working toward increasing broadband capacity in rural areas. The Federal and State governments are working together to accomplish this daunting task. The City is fortunate to have a good ISP, so many economic opportunities are available to residents because of this infrastructure.





# City Administrator Report

**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	October	26	33	210
2023	September	15	19	210.5
2023	August	17	12	208.25
2023	July	10	20	202
2023	June	7	11	224.5
2023	May	6	12	200
2023	April	6	19	208.65
2023	March	7	15	204.25
2023	February	13	16	202
2023	January	13	34	209
2022	December	12	18	202
2022	November	16	13	219.95
2022	October	4	10	225.25
2022	September	5	5	200
2022	August	14	21	223
2022	July	18	6	176
2022	June	11	16	200
2022	May	15	7	231
	<b>Subtotal</b>	215	287	3728.4
	<b>Total Average</b>	11.94	15.94	207.13

**LCSO Quarterly Meeting** – Councilor Winklepleck will provide an oral report for Council about the most recent quarterly meeting.

*From 11.28.2023:* The upcoming is scheduled for December 14<sup>th</sup>, 2023 at 2:00 p.m. in Millersburg.

*From 09.26.2023:* Councilor Mike Winklepleck and I attended the quarterly meeting on September 7<sup>th</sup>, 2023 in Millersburg. Sheriff Duncan discussed personnel hiring gains and continuing challenges. Duncan asked cities to make sure they designate a hearings officer for towing. New changes in State Law require a hearings officer in the event of an appeal. Duncan was complimentary of County Emergency Management team led by Ric Lentz. Duncan reviewed the emergency tactical reports and how communications will roll out during fire emergencies. Cities discussed concerns about the way hours were being charged. McDowell will draft language to clarify and eliminate the concern.



**Calapooia Food Alliance (CFA) Discussion** – Please see item above for the latest information.

*From 11.28.2023:* Administrative Assistant Elizabeth Coleman and I met with CFA President Patrick Starnes to review the history of agreements the City has entered into with the CFA. Highlights of the discussion are below:





# City Administrator Report

- ▶ The City assisted the CFA in the creation of a community garden in 2007-2008. Council entered into an agreement with the Central Linn School District and the CFA for the use of school property on Blakely Avenue in March 2008. City Staff developed the agreement. Public Works was authorized to install water service for the garden location. A year later, the City added conditions for the use of City water. Council agreed to a provision in the contract to cover the cost of returning the garden back to the original condition if the District should choose to withdraw from the agreement. Further, Council allowed all the proceeds for renting garden spaces to go to the CFA.
- ▶ The City created and entered into an agreement for the use of the City's Red Barn along Park Avenue. At the City's expense, improvements were made to the Red Barn to enclose a space for CFA's storage and use.
- ▶ The CFA was forced to move from their Farmer's Market location across from Napa on Main Street due to the property owner's plans to develop the property at the end of 2020. The property owner had indicated for several years that she was planning on building on the site. The City was approached by the CFA for help with finding another location suitable for the Market. After discussing the issue with CFA leadership, eight locations were reviewed as potential sites. Ultimately, the CFA Board decided to request the use of Kirk's Ferry Park from the City. City Staff drew up an agreement for the Parks & Open Space Advisory Board to consider recommending to Council. The agreement had three key provisions, 1) it included a year-to-year option with an annual review for up to three years, 2) use of City property was a temporary, stop gap measure for the CFA, and 3) the City location of the Farmer's Market was to be used as-is.
- ▶ Council approved a consolidated agreement in November 2022 and an addendum in February 2023. The agreement included use of Library Park for the 2023 Farmer's Market season, allowed for the creation and waiver of City associated fees for the development of private property located at 185 Main Street for the use of a community garden, and continued the rental of the Red Barn on Park Avenue.
  - Council had repeatedly expressed that use of City property for the Farmer's Market was being done on a temporary basis. Council encouraged the CFA leadership to consider finding another more suitable location.
  - The City expressed concerns about the extended use of any public space. Council was concerned about the implications and possible precedence if the City should enter into a permanent arrangement. Council did not want to be forced to consider policy changes associated with prolonged use of public space.
  - Council waived associated fees, and extended water service to the new community garden location.

Starnes asked about potentially developing a longer agreement with the City as the CFA continues to evolve their organization. Starnes explained the Board is working on programming and continuing to improve on and to execute the mission of the CFA.

McDowell shared the following facts so that Starnes would know the intentions of the City.

- ▶ The City has fostered and developed a longstanding relationship with every non-profit in town.
- ▶ The City recognizes and appreciates volunteers who are critical to the operation of the City and for the community enrichment endeavors these groups pursue.



# City Administrator Report

- ▶ The City enters into three-year agreements with groups to assist with provided citizens amenities that would not be possible otherwise. The term of each agreement is three years for administrative purposes.
- ▶ The City moved away from longer term agreements such as ten-year and twenty-five year agreements because they were not conducive to keeping good relations with our non-profit groups nor did they serve the City well.
- ▶ Any non-profit mission is solely their mission. Those missions are not the mission of the City.

McDowell offered to meet with the CFA Board along with Mayor Craven. The City views the use of City property for the purpose of the Farmer's Market as expired. Any future request for City involvement starts with Staff, as has always been the practice of the City.

**Woodblock Architecture | Rec Center Renovation Project** ☒ – Pacific Power set the power pole last Wednesday. The lines for the floor were painted last Friday. Painters are on site finishing up final touchups. The plumbing subcontractor finished their work Wednesday. Next week fire alarms and sprinkler system will go through all final testing. Appliances will be delivered at any moment. Staff has been working on accounting and final reviews. The punchlist walk is scheduled for December 20<sup>th</sup>, 2023.

*From 11.28.2023:* Sidewalks were poured and completed the week of November 13<sup>th</sup> and the remaining sidewalks are to be completed before Thanksgiving. Roofing repairs are completed. Flashing all around the building was fixed. Siding repairs finished up the 17<sup>th</sup>. Carpet was laid in the Music Room, vinyl was finished in the kitchen and the custodian closet. The City is coordinating with Pacific Power and J.E. John for the new power connection. Treads on the interior staircases have been repaired. The crew finished up all insulation installations. The major issue is getting the new electrical service finalized. Once that is complete, heat can be turned on to acclimate the new gym floor for installation. There will be some minor repairs throughout and some touch up painting.

*From 10.24.2023:* Kyle Marsten of J.E. John has confirmed that the entry decking for the Rec Center is four (4) weeks out. It will take them two days to install the decking once it is received from the subcontractor. Supply chain issues have struck us once again. I have discussed logistics with Central Linn Recreation Association President Katy Kallai. I will be contacting Pioneer Christian Academy to secure some gym time for basketball practices. We will do the best we can with the situation.



Karl & the Public Works team hit two significant rocks when attempting to install water for the Rec Center and the fire suppression system.

The flooring should be installed in the next two weeks. Significant progress is being made at the Rec Center.

**Open House** – Council authorized Staff to plan for a January 2024 Open House for the Rec Center Renovation.

*From 11.28.2023:* Staff is now recommending an open house for March 2024. The City hopes to gain use of the building before Christmas.

*From 09.26.2023:* The City will plan for an open house this late Fall to celebrate the completion of this major project.



# City Administrator Report

**Rural Economic Alliance (REAL) Progress** – Several items from the strategic plan are being worked on by the group. Pacific Power presented a proposal to change out street lights from sodium to LED as required by State Law. Many questions were asked, and details are currently being sorted out. Sweet Home moved forward with Pacific Power already and is in the process of switching out streetlight heads in cooperation and through an agreement with Ameresco.

*From 11.28.2023:* The next meeting is scheduled for November 30<sup>th</sup>, 2023. RAIN's long-time Executive Director Caroline Cummings will be taking on a different role with the organization starting in March 2024. The City received the final payment from the State for the ROI grant and will ask for the passage of a resolution to finalize these transactions.



*From 10.24.2023:* The group recently made a slight modification to the Strategic Plan to incorporate RAIN under Entrepreneurship. RAIN & REAL are applying for Business Oregon's ROI grant funding for this upcoming cycle. REAL also entered into a new one year agreement with RAIN to continue entrepreneurship fostering. Both Linn and Benton counties also continued their relationship with RAIN. RAIN's report to ROI can be found on the City website at: <https://www.ci.brownsville.or.us/citycouncil>.

**Officials Handbook Update** – Staff will send out the Officials Handbook after the first of the year to elected & appointed officials who can review the document and acknowledge receipt.

*From 11.28.2023:* Council authorized the addition of a social media policy and modifications to the Council agenda process at the last meeting at the recommendations of the Legislative Advocacy & Policy Committee (LAPC). The two policies have been added to the Officials Handbook under Section VI. Agenda, and Section XVI. Social Media. I have placed the Handbook on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents for your review.

**River's Edge Homeowner's Association** ☒ – *From 11.28.2023:* Administrative Assistant Elizabeth Coleman and I attended this month's Association meeting to share important details and information about the River's Edge subdivision. I will provide an oral report Tuesday evening.

**Linn County Housing Rehabilitation Program (LCHRP)** – *From 10.24.2023:* The City collaborates with the communities in Linn County to help low-income homeowners to make improvements to their houses using Federal money (HUD). The City has been a member of this organization for over forty years. Cities take turns being the lead recipient and DevNW manages the funds received. Brownsville had its turn a few years ago. Currently, the City of Lebanon is taking the lead on the current funding request.

LCHRP uses DevNW to administer the program and the City Administrators and Managers sit on the governing board for this purpose. Just last week, the Board met to approve some policy changes that involved oversight review for construction and what kinds of items are eligible for reimbursement through the program. Soon, the City will again be sending out advertising on behalf of the program. To learn more about DevNW, please visit <https://devnw.org/>.

## Small Municipalities Advocacy Coalition (SMAC)

**Small Municipalities Advocacy Coalition (SMAC)** – Efforts continue to present the coalition to other cities as well as preparations for the upcoming State Legislative Assembly's short-session.



# City Administrator Report

*From 09.26.2023:* Training and recruitments are happening. The last training session will be held October 19<sup>th</sup>, 2023 at 7:00 p.m. in Harrisburg. The group will be working on communication logistics and coordination for the upcoming legislative session very soon.

**Active: League of Oregon Cities | Region IV Meeting** – *From 11.28.2023:* I attended this meeting in Oakridge. I brought up the recreational immunity concern and asked for City leaders to contact their State representatives. I have attached follow-up correspondence from the League in the agenda packet.

**Legislative Advocacy & Policy Committee (LAPC) Recommendations** – *From 11.28.2023:* Statements have been sent to Sean Tate. The Official's Handbook has been modified to include the recommendations.

*From 10.24.2023:* Members of the Committee met last week to finalize their recommendations to Council. Council heard from the Committee in May regarding the creation of policy statements on twenty issues that the City should monitor during legislative sessions of the State Assembly, adopting a new Social Media policy, and adopting Council rules for engaging on policy and political discussions. I am happy to report that the Committee unanimously approved the prefatory statements, the Social Media policy, and the proposed modifications to the Officials Handbook. The purpose of these guidelines is to direct the City's response to Tate Affairs and interactions with our State and Federal representatives when advocating for City positions.

## ACTIVE, PENDING, STALLED & COMPLETED

**Active: River's Edge Outcome** – See related items above; namely Resolution 2023.19.

*From 10.24.2023:* Administrative Assistant Elizabeth Coleman has been working with Rexius to finalize details for the Open Space. I have met with Ashlee Lobaugh who is serving on the Homeowner's Association board. I have included a letter in the agenda packet clarifying the City's position in relation to several issues. Progress has been made on the final payment for the streetlights. Once the City receives the payment, Staff will execute the necessary contracts for the installation.

*From 09.26.2023:* As discussed at the last meeting, Public Works Superintendent Karl Frink and City Engineer Ryan Quigley have been reviewing the final details and punch list items for Phase III.

**Active: TMDL Report** – The Department of Environmental Quality's (DEQ) Priscilla Woolverton has contacted the City about the most recent edition of the TMDL. We are awaiting further information.

*From 11.28.2023:* Twice a year the City is required to report on TMDL. The requirements stem from the Clean Water Act passed by the United States Congress. In Oregon, the Department of Environmental Quality (DEQ) administers the program. The basic premise of TMDL contends that stormwater runoff is negatively impacting fish habitat and making fish unsafe to eat in large quantities by humans. In March of 2021, the City was deemed a Designated Management Agency (DMA) by the DEQ which required the City to complete a new, more rigorous TMDL plan. DEQ approved the City's plan earlier this year.





## City Administrator Report

*From 09.26.2023:* Staff submitted the required questionnaire prior to the State imposed deadline. Dyer Partnership's Jesse McElwain updated the TMDL Plan to properly show the required reporting dates.

*From 09.26.2023:* The City finally received the final requirements from the Department of Environmental Quality (DEQ) on the DMA plan. Frink and McDowell have reviewed the plan and will continue to execute the required annual tasks. If any additional planning is needed, the management team will report to Council and request authorization as may be necessary.

**TMDL Five-Year Review:** The City is required to file a five-year report to the Department of Environmental Quality (DEQ) on the TMDL plan. I have placed the questionnaire on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents.

Please review the report. Council will be asked to approve the report answers before submittal. The review is due to Department of Environmental Quality (DEQ) by September 30<sup>th</sup>, 2023.

This is an unfunded mandate.

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.

**Active: EPC Meeting** – *Delayed:* EPC is planning to be part of the Open House for the Rec Center this late Fall or early Winter. Norman Simms will file the annual report for the December Council meeting.

**Active: Central Linn Recreation Center Meeting** – Staff will start talking about logistics for moving back into the Rec Center.

*From 11.28.2023:* I recently attended their monthly meeting to provide an update on the renovation. I continue to play a support role for President Kallai and the Board.

*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: Cemetery Audit** – Administrative Assistant Jannea Deaver is working to complete the Oregon Mortuary & Cemetery Board request.

**Library Park Decision** – *From 11.28.2023:* Librarian Sherri Lemhouse and I met with Karmel Curtis of the Linn County Pioneer Association about the possibility of putting up solar holiday lights on the trunks of certain trees in the park. The two parties agreed on the parameters and requirements so that





# City Administrator Report

lights can be strung in the park for the holiday season. Lights will go up after Thanksgiving and be taken down after the first of the New Year.

**Active: Linn County Planning & Building (LCPB) | Quarterly Contract Cities** – From 09.26.2023: Administrative Assistant Elizabeth Coleman received training recently on the new Accela platform. Linn County continues to work on implementing the electronic building permit platform. The City will be required to modify the way payments are processed due to the change.

**Active: Water Management Conservation Plan** – From 10.24.2023: Staff will begin implementing items as identified by Staff and approved by Council. Items include the adoption of a water conservation ordinance, auditing the water distribution system, and the creation of water filling station.

From 09.26.2023: The City finally received the final requirements from the Oregon Water Resources Department for the City's newly adopted Water Management & Conservation Plan (WMCP). Public Works Superintendent Karl Frink and I have reviewed the document and developed an implementation plan for Council's consideration as promised at the July Council meeting. The plan can be found in its entirety on the City website at: <https://www.ci.brownsville.or.us/citycouncil> under Supporting Documents.

This is an unfunded mandate.

Please see the notes above. 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.

**Active: Climate Change Initiatives & IGA | Department of Land Conservation & Development (DLCD)** – The planning for the Natural Hazards Mitigation Plan continues with the DLCD. Meetings will begin in early 2024.

From 11.28.2023: Administrative Assistant Elizabeth Coleman and I are attending a meeting at the time of this report. I will provide an oral update for Council Tuesday evening.

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 DLCD are pushing climate change initiatives through required agreements through certain flood and fire plans.

**Pending: Recreational Immunity Implications** – No new information to share at this time.

From 11.28.2023: Recently, CIS reported that recreational immunity had been threatened by a recent ruling in *Fields v. City of Newport*.

**Pending: D-Prep Launch | [G4]** – *Delayed*: 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.



# City Administrator Report

Respectfully Submitted,

A handwritten signature in blue ink, appearing to be "SM", is written over the printed name.

S. Scott McDowell  
City Administrator

---

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*



## Public Works Report December 14, 2023

### Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the month of October.
- *Distribution System* – There were 4 small leaks last month.
- *Cross Connection Program*- The Cross Connection Control Program has been reviewed and revised to include updated rules and regulations. Public works will be going out for bid for backflow device testing soon.
- *Water Treatment Plant* –The Oregon Health Authority permed a sanitary inspection of our water system on September 27<sup>th</sup>. All deficiencies identified on the survey have been corrected as needed. The influent turbidimeter has failed and requires replacement. A new turbidimeter has been ordered and should arrive soon. The chlorine pump failed and has been replaced.
- *Misc.* –Several monthly and annual reports are complete and have been submitted to various state agencies as required. The new 4-inch fire suppression and new 2-inch water line to the Rec Center have been installed and are both in service.

### Sewer:

- *North Lagoons* –Preparations for winter discharge are under way.
- *South Lagoons*- Preparations for winter discharge are under way.
- *Misc.* – We are currently working on a design to install a new de-chlorination system for the wastewater discharge at the south wastewater treatment facility. DEQ requires the design be engineered before installation. Treatment chemicals have been ordered and are onsite for winter discharge.

### Streets:

- *Mowing/Tree Maintenance* –Public Works trimmed trees within the public rights-of-way for safety and vision clearance. Public works continues to mow all accessible right of ways.
- *Asphalt/ Gravel Road Maintenance* –All gravel streets will be graded soon.
- *Storm Drainage* – Several storm drains not working have been cleaned.
- *Misc.* – Street sign work continues as time allows. We will be creating a map that indicates all the areas in town that public works mows and maintains. The traffic counters and speed indicators are in the process of being reinstalled. These devices will be moved around town to various locations to gather traffic data. Public works installed the Christmas banners on November 28<sup>th</sup>, Norm's Electric decorated the tree on November 11<sup>th</sup>.

### Parks:

- *Pioneer Park* – Public Works closed and winterized Pioneer Park beginning October 31st. It takes several days to perform all the necessary winterizing to minimize freezing and broken pipes in the facilities. Mowing and leaf cleanup have begun and will continue until the park is cleaned up. Various gutters have been cleaned and facilities are cleaned and maintained as needed.
- *Blakely Park* – The Park is maintained as needed. The park has been mowed.
- *Kirk's Ferry Park* – This Park is maintained as needed. This park has been mowed.
- *Remington Park* – This park is maintained as needed. The park sign will be installed soon. This park has been mowed.



**Cemetery:**

- *Grounds* –Public works maintains the cemetery as needed.

**Library:**

- *Grounds*- This facility has been maintained as needed.
- *Buildings*- Several 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.* – Nothing further to report this month.

**City Hall:**

- *Buildings*- Nothing to report this month.
- *Grounds* –The grass maintained as needed.
- *Community Center*- Nothing to report from this facility this month.

**Rec. Center:**

- *Grounds*- This facility has been maintained as needed.
- *Buildings*- The remodel of the Rec. Center is well under way, public works has little involvement with the construction work being done.

**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 broken down and have been repaired.
- *Training*-Karl Frink and Josh Kometz attended a leak detection class in Halsey.

Respectfully Submitted,



Karl Frink, Public Works Superintendent

# PLANNING AT A GLANCE

## December 2023

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

- Mechanical      Replace W/H 523      910 Kirk Ave

### ***Updates***

The Planning Commission heard a request to operate a part-time hair salon as a Home Occupation in the High-Density Residential zone on November 27<sup>th</sup>. The Planning Commission approved the application for 217 Kirk Avenue, with Conditions of Approval. The Notice of Decision became final on December 12<sup>th</sup>, at 5:01, as the city received no appeals to the application.

The Planning Commission also heard a request to modify the construction encroachment allowances in Phase 3 of the River's Edge PUD. The Commission unanimously voted to keep the encroachment allowances as written in 2020.

*Elizabeth F. Clemen*





## Library Advisory Board

### *Librarian's Report*

November 2023

Here are a few facts about our Library for the month of November 2023. We have received 33 new books for the library. Volunteers donated 85.5 hours to our library. There were 1,175 materials checked out. 356 adult fiction books; 103 adult non-fiction books; 67 audio books; 397 children's books; 151 junior books; 46 junior reference books and 55 large print books.

There was a total of 160 electronic materials checked out. 110 adult fiction books; 24 adult non-fiction books; and 24 junior books. Of these 66 were eBooks and 94 were eAudiobooks.

In November, we held 3 children's programs with 23 participants. There were 7 programs for adults with 36 participants. We also set out 37 passive activities for children. These passive activities are simple crafts that can be completed with minimal direction. With inspiration from Mid-Valle STEM CTE and the U of O Museum of Natural and Cultural History I added a lift the flap fact information folder. This folder can be used over and over by replacing the facts based on the activity.

Respectfully submitted,

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

Sherri Lemhouse  
Librarian



**RESOLUTION NO. 2023.20**

**A RESOLUTION PLANNING CORRECTIVE MEASURES FOR THE  
FY 2022-2023 AUDIT AND FUTURE FISCAL YEAR AUDITS FOR THE  
SECRETARY OF STATE AUDITS DIVISION**

**WHEREAS**, Oregon Revised Statutes (ORS) 297.466 requires cities to provide a plan for taking corrective measures for any deficiencies noted by the accounting firm during a municipal audit; and,

**WHEREAS**, the City is notifying the Office of the Secretary of State for comments contained in the FY 2022-2023 audit as filed by SingerLewak on behalf the City; and,

**NOW, THEREFORE, BE IT RESOLVED**, Council shall take the following measures to remedy the concerns as follows:

**Section 1.**

Budgets legally required (ORS Chapter 294)

- The 2022-23 budget document required by ORS 294.358 contained errors in the historical information presented in the budget document as amounts did not agree to the audited financial statements for the year 2020-21 in the Sewer Fund and year 2019-20 in the Water Bond Fund.

<u>Fund / Appropriation Category</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
2021-2022 Actual			
General Fund:			
Resources	\$ 3,021,329	\$ 3,721,521	\$ 700,192
Street Fund:			
Resources	1,101,082	1,022,509	78,573

**City Response:** The historical data is taken directly from the annual audit from the previous years.

- ★ Staff will have to manually check all historical data.

**Section 2.**

- The City’s published financial summary, Form LB-1 did not agree with amounts on the detailed budget sheets as required by ORS 294.438.

<u>Fund / Appropriation Category</u>	<u>LB-1</u>	<u>Budget</u>	<u>Variance</u>
2021-2022 Actual			
Resources	\$ 9,518,771	\$ 9,098,421	\$ 420,350
Requirements	9,518,771	5,290,927	4,227,844

**City Response:** The LB-1 form balanced when putting the documents together. Adjustments were to do so.

- ★ Staff will review all data, as is done every year, to ensure compliance.



**Section 3.**

- The City’s 2022-23 adopted budget for the water fund included a transfer in from the sewer fund of \$200,000 as a both requirement as well as a resource and the street fund included a transfer out to bikeway footpath fund for \$1,800 as a requirement and a negative resource, resulting in imbalances in the City’s budget.

**City Response:** The City balanced the budget that passed through the Budget Committee, Council, and the Linn County Assessor’s Office.

- ★ The City will adjust any discrepancies at the end of the fiscal year.

**Section 4.**

- ORS 294.456(3)(a) allows for budgeted object classifications of personnel services, materials and services and capital outlay to be combined by organizational unit or program. Per ORS 294.456(3)(b), operating contingencies are required to be appropriated separately. The City included operating contingencies in their organizational unit appropriations which is not allowed under ORS 294.456(3)(b).

**City’s Response:** Contingencies were included within each cost center in each applicable fund.

- ★ The City has received different opinions every year. The City will continue to show contingencies as listed in the last sixteen budgets for clarity and transparency purposes.

**PASSED AND ADOPTED** by the Council of the City of Brownsville this 19<sup>th</sup> day of December, 2023.

***Approved:***

***Attest:***

---

S. Scott McDowell  
City Administrator/Recorder

---

Adam R. Craven  
Mayor



**RESOLUTION NO. 2023.21**

**A RESOLUTION AWARDING THE GR12 WELL RAW WATER LINE AND PUMP STATION IMPROVEMENTS PROJECT TO JESSE RODRIGUEZ CONSTRUCTION, LLC, IN THE AMOUNT OF \$521,041.00.**

**WHEREAS**, City Engineer Ryan Quigley of Dyer Partnership found Jesse Rodriguez Construction LLC of Silverton, Oregon to be the low bid for the above referenced project on December 13<sup>th</sup>, 2023; and,

**WHEREAS**, the City received five qualified bids for the project and the lowest qualified bid for the project is in the amount of \$521,041.00; and,

**WHEREAS**, the City of Brownsville reserves the right to reject all bids and rebid the project or take other actions it deems in its best interest; 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 awards the GR12 Well Raw Waterline & Pump Station Improvements to Jesse Rodriguez Construction, LLC of Silverton, Oregon.

**Section I.** Council intends on using the remaining ARPA funds toward the successful completion of this project.

**Section II.** The Mayor & City Administrator are authorized to sign all necessary documents on behalf of the City of Brownsville.

**PASSED AND ADOPTED** by the City Council of the City of Brownsville this 19<sup>th</sup> day of December 2023.

**APPROVED:**

**ATTEST:**

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

\_\_\_\_\_  
Adam R. Craven  
Mayor



**ORDINANCE NO. 803**

**AN ORDINANCE MODIFYING SECTIONS 2.30.030 REMOVAL FROM OFFICE OF THE MUNICIPAL CODE OF THE CITY OF BROWNSVILLE, OREGON**

**WHEREAS**, Title 2 of the Brownsville Municipal Code (BMC) defines Administration & Personnel requirements of office, and;

**WHEREAS**, Council wishes to clarify the removal of office process; and,

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

**Section 1.** The following Section 2.30.030 is modified added to Title 2 of the Brownsville Municipal Code:

***Currently Reads:***

**2.30.030 Removal from office.**

Appointments to fill vacancies shall be for the remainder of the unexpired term. A member may be removed by the City Council, after hearing, for misconduct or nonperformance of duty. A member who is absent for three consecutive, regular monthly meetings without the permission of the Board Chairperson is rebuttably presumed to be in nonperformance of duty, and the City Council shall declare the position vacant unless finding otherwise following the hearing. [Ord. 686A § 3, 2004.]

***Modified to Read:***

**2.30.030 Removal from office.**

Appointments to fill vacancies shall be for the remainder of the unexpired term. A member may be removed by the City Council, after a hearing, for misconduct or non-performance of duty. A member who is absent for two consecutive, regular meetings without the permission of the Board Chairperson or City Staff is rebuttably presumed to be in non-performance of duty, and the City Council shall declare the position vacant unless finding otherwise following the hearing.

**PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR,**  
this 19<sup>th</sup> day of December, 2023.

***Attest:***

\_\_\_\_\_  
S. Scott McDowell

\_\_\_\_\_  
Mayor Adam R. Craven





**ORDINANCE NO. 804**

**AN ORDINANCE REVISING SECTION 8.20.060  
OF THE BROWNSVILLE MUNICIPAL CODE,  
RELATED TO CAMPING PERMITS**

**WHEREAS**, Section 8.20.060 of the Brownsville Municipal Code (BMC) sets out camping permit requirements;

**WHEREAS**, the Council wishes to revise the BMC; and

**WHEREAS**, to ensure an orderly, peaceful environment for permitted campers,

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

**Section 1.** BMC 8.20.060 is amended to read as follows:

**8.20.060 Camping.**

E. General public camping is allowed by permit from Memorial Day weekend through Labor Day weekend and only on Thursday, Friday, Saturday, and Sunday. General camping is also allowed around recognized holidays such as the Fourth of July. One day prior to the holiday, the day of the holiday and one day after the holiday will be allowed. Camping permits may be issued with the rental of the pavilion after Labor Day weekend through October 31<sup>st</sup>; certain rules and restrictions apply.

**Section 2.** This ordinance shall take effect on the thirtieth day after its adoption by the Council.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR  
this \_\_\_\_ day of \_\_\_\_\_, 2024.

**Approved:**

\_\_\_\_\_  
Adam R. Craven  
Mayor

**Attest:**

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

**S. Scott McDowell**

---

**From:** Joshua Bloomfield (via Google Docs) <jjbcfabrownsville@gmail.com>  
**Sent:** Tuesday, December 12, 2023 3:31 PM  
**To:** admin@ci.brownsville.or.us  
**Cc:** pnpurkerson@gmail.com  
**Subject:** CFA Brownsville TH Market request  
**Attachments:** CFA Brownsville TH Market request.pdf

## Joshua Bloomfield attached a document



Joshua Bloomfield ([jjbcfabrownsville@gmail.com](mailto:jjbcfabrownsville@gmail.com)) has attached the following document:

Hi there Scott,  
On behalf of the CFA, Peggy and I wrote our request for the use of Library Park and the portion of Park Ave for use of the 2024 season of the Farmers Market. Please let us know if you need anything else or have any suggestions as to our next step.  
Thank you so much for working with us through this time of transition.  
-Joshua Bloomfield  
503-572-4912

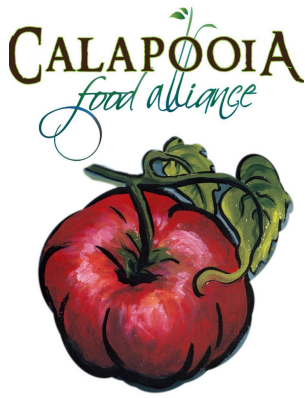
---

 CFA Brownsville TH Market request

---

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA  
You have received this email because [jjbcfabrownsville@gmail.com](mailto:jjbcfabrownsville@gmail.com) shared a document with you from Google Docs.





The Calapooia Food Alliance (CFA) requests the City of Brownsville for continued use of Library Park and the adjacent portion of Park Avenue for the weekly event of The Brownsville Thursday Market. The CFA would like to use the aforementioned space weekly on Thursdays beginning April 18th through October 24th for the 2024 market season. Times on Thursdays would be from 1:30pm-7:30pm, vendor set up starts at 1:30, market runs from 3-7, vendor breakdown begins at 7pm.

The CFA would like the City to consider a new ordinance or policy change, to accommodate weekly use of city parks for the public's benefit.

Please reach out with any questions or suggestions on further action that needs to take place. The Calapooia Food Alliance thanks the City of Brownsville for their support and opportunity to continue to serve our community.

Joshua Bloomfield  
Market Manager

Peggy Purkerson  
CFA Board Member

December 13, 2023



## PARK FACILITIES & RULES

**Effective Date:** January 2024

### CAMPING

General camping is allowed from Memorial Day to Labor Day, Thursday through Sunday. Camping availability is subject to change. Fees are per night as follows:

\$ 15.00 per RV  
\$ 10.00 per tent

**Special Event Camping** – The City requires an agreement for camping in advance of any special event. Special permits may be issued for camping arrangements from Memorial Day through October 31<sup>st</sup>. Please contact City Hall to learn more.

### RESERVATIONS FOR PARK FACILITIES

Reservations for Pioneer Park facilities are made through a lottery drawing. The reservation deadline is December 15<sup>th</sup> for the upcoming season. The lottery drawing is held on the first working day in January. Please contact City Hall at (541) 466-5666 between 8:30 a.m. – 4:30 p.m. Monday through Friday for more information.

### RENTAL FEES AND DEPOSITS (Daily)

**Standard Package** – \$ 300 plus \$150 deposit

*Includes:* Pavilion, Kitchen & Dance Hall

**Deluxe Package** – \$ 350 plus \$150 deposit

*Includes:* Pavilion, Kitchen, Dance Hall & Community Arts Building

**Wedding Package** – \$ 400 plus \$150 deposit

*Includes:* Pavilion, Kitchen, Dance Hall, Community Arts Building & Grandstand

**Ball Fields Only** – \$100 per field per day. Deposit varies depending on nature of proposed event.

**Grandstand Only** – \$50 plus \$100 deposit.

**Fees for groups over 300 are as follows:**

<i>Attendees:</i>	<i>Rent:</i>	<i>Deposit:</i>
300 +	\$400.00	\$200.00*

Deposits are refundable if the premises are left in good condition and free of damages.

\* Large groups are required to provide extra portable toilets and may also require an agreement with the City.

### MEETING ROOMS

The City has three rooms available for public use. City meetings are given precedence. Kirk Room at the Library, Fisher Hall & the Community Room at City Hall. Reservations can only be made on-line on the City's website at [www.ci.brownsville.or.us](http://www.ci.brownsville.or.us).

*Kirk Room* is \$15.00 per meeting.

*Fisher Hall* is \$10.00 per meeting.

*Community Room* is \$25.00 per meeting and requires a \$50 deposit.

*Rec Center Meeting Room* is \$25.00 per meeting and requires a \$50 deposit.

***All rental fees and applicable deposits are payable in advance. Keys are to be picked up and returned to City Hall.***

### PARK HOURS

The park is open to the public from 7:00 a.m. to dusk.

### FIRES

Fires are allowed in designated areas only. Pioneer Park is subject to fire restrictions enacted by the State, Linn County & the Brownsville Rural Fire District.

### PETS & HORSES

Please keep your pet(s) under control at all times, on a leash, confined to a vehicle, or in the designated off-leash area. Please clean up after your animals. Keep horses on the roads or designated areas. Horses are not permitted on the ball diamond, picnic area or overnight areas.

### PICNIC AREAS AND TABLES

All picnic areas and tables are on a first-come, first-serve basis. The pavilion, kitchen, dance hall and their adjacent areas are to be reserved in advance. Reservations for these facilities are made exclusively on-line.

### VEHICLES

Vehicles must observe a 5 m.p.h. speed limit.

### POLICE

Police protection is handled by the Linn County Sheriff's Department. Call 911 for emergency response. Call (541) 967-3911 for non-emergency concerns.

### EMERGENCY

POLICE, MEDICAL OR FIRE

**911**



## Central Linn Recreation Center Rental Application

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Activity/Event: \_\_\_\_\_ Estimated Attendees: \_\_\_\_\_

**Failure to follow the rental responsibilities may result in fines and forfeiture of future use of the Building.**

The Renter (responsible party) shall indemnify, defend, and hold the City of Brownsville, their officers, agents, and volunteers, harmless from any and all claims, actions, liabilities, or costs including, but not limited to, attorney fees, and other costs of defense, arising out of or in any way related to the rental and activities performed by The Renter or any other persons allowed on the premises, under this agreement, and arising from the sole or joint negligence of the Renter. Only those 18 years or older can sign this contract and/or check out a key.

Renter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>BUILDING RENTAL FEES</b>			
	<b>8 Hours</b>	<b>All Day</b> <i>(7 a.m. - 11 p.m.)</i>	<b>Deposit</b>
<b>Gymnasium</b>	\$50	\$100	\$100
<b>Kitchen</b>	\$50	\$100	\$150
<b>Meeting Room</b>	\$25	\$50	\$50
<b>Equipment</b>	<b>Tables</b>	\$3 each	\$20
	<b>Chairs</b>	\$10 per/up to 25	\$40

### Staff Use Only

Payment Date: \_\_\_\_\_ Paid Amount: \_\_\_\_\_  Deposit: \_\_\_\_\_  Rental Fee: \_\_\_\_\_

Number of Tables: \_\_\_\_\_ Number of Chairs: \_\_\_\_\_

Cash  Check #: \_\_\_\_\_ Received by: \_\_\_\_\_



*Thank you for being respectful & considerate of our beloved building and equipment.*

### **Gym Renter's Responsibilities**

1. Leave the floor clean when finished, wet mop spills and dry mop whole floor if needed.
2. Clean up all garbage including the stage and bleachers. All garbage should be emptied into the dumpster. ***Please use liners for garbage cans that are found in the bottom of the can.***
3. Return all tables, chairs, and any other equipment to the storage rooms.
4. No food should be left anywhere in the building.
5. Nothing is allowed to be attached to any surface in the building, including but not limited to, the floor, walls or ceilings.
6. Do not lower basketball hoops.
7. Before leaving check the bathrooms, leave them clean.
8. Please report any leaks or other plumbing problems to the City of Brownsville (541) 466-5880.
9. For heat use only the timer.
10. No smoking or use of any tobacco products, alcohol, or drugs are allowed on or in these premises.
11. Please check that ALL doors are locked and secured before leaving.
12. Please turn off ALL lights when leaving.
13. **All doors must be closed and locked when leaving or be subject to a fines.**

### **Kitchen Use**

1. Remember all the above apply also.
2. Leave the kitchen clean. Floor mopped, counters clean, all dishes washed and put away.
3. Please remove all food items, especially remember to check the refrigerator and freezer.
4. Use liners for garbage cans and put garbage in outside dumpster.

### **Tables and Chairs Rental**

1. Please return the tables and chairs clean and in good condition.
2. Return them to the proper areas from where you picked them up.
3. Label and report any problems or damage to Brownsville City Hall (541) 466-5880. Do not put damaged items in the same stacks as the others.



**City of Brownsville  
APPLICATION FOR COMMISSION/COMMITTEE/BOARD MEMBER**

Name: Nichole Solberg		Date: 12/1/2023	
Present Address: 706 Amelia Ave			
City/State/Zip: Brownsville OR 97327			
Phones: Work:	Home:	Cell: 541-570-2703	
Email: nikkisgotmail@gmail.com			
Years Lived In Brownsville: 27			
Occupation: Administrative Assistant			
Education: Some College & Vocational certifications			
Address for Past 5 Years: Same as above			
City/State/Zip:			
Registered Voter: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Resident of Brownsville: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Commission/Committee/Board Applying For (excluding City Council and Mayor position):			
<input type="checkbox"/> Budget Committee		<input checked="" type="checkbox"/> Parks & Open Space Advisory	
<input type="checkbox"/> Library Board		<input type="checkbox"/> Other (Specify) _____	
<input type="checkbox"/> Planning Commission			
Why you want to apply: Now that my children are grown I finally have time to be able to give back to my community. I've enjoyed many events at the park over the years and want to help insure it remains a lovely place for all to enjoy.			
What experience/expertise/interest do you have for this group? I have participated and been in charge of many committees throughout my career as a school administrative assistant. I am a quick learner and always willing to help with anything I can.			

**When you apply, it is understood that you will be volunteering to attend all meetings and to actively participate. Commissions/Committees/Boards generally meet once monthly during the evening hours. Some groups may meet more often, if necessary. THIS FORM IS NOT AN APPLICATION FOR A CITY COUNCIL OR MAYOR POSITION.**

A resume may be attached to this application but is not required.

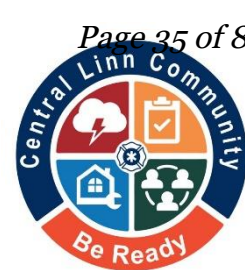
RECEIVED  
City of Brownsville

DEC 08 2023

For City Use Only

Dated Received: _____
Mayor's Decision: _____

Clerk           JM



**December 4<sup>th</sup>, 2023**

**To:** Mayor & Council

**From:** EPC Committee

**Re:** Annual Report 2023

## **EMERGENCY PREPAREDNESS COMMITTEE**

**Summary:** EPC completed regular, annual preparedness tasks in accordance with Brownsville Municipal Code, Title 2, Chapter 2.15.

**Main Goal:** Increase Public Awareness and Participation

The EPC's focus continues to be education by creating a place to share resources with citizens for their personal use. The Committee strives to promote personal readiness by providing practice guides and examples for citizens to be ready for any type of wide-scale emergency.

Accomplishments included:

- ▶ Issued the EPC's bi-annual newsletters on January 27<sup>th</sup>, 2023 & August 21<sup>st</sup>, 2023. Included several preparedness communications in the City's Council Synopsis and bi-annual newsletters in March and September which are sent by USPS direct mailing to everyone in the 97327 Zip Code.
- ▶ The Committee continued information dissemination.
- ▶ The Committee continued to maintain website content.
- ▶ 2024 Meeting Schedule:
  - Meetings are held quarterly at locations to be announced starting at 10:30 a.m.
    - ★ February 8<sup>th</sup>, 2024
    - ★ May 9<sup>th</sup>, 2024
    - ★ August 8<sup>th</sup>, 2024
    - ★ November 14<sup>th</sup>, 2024



- ▶ Norman Simms and Marilee Frazier regularly attend the Linn County Emergency Preparedness meeting and are both involved in CERT. Simms has been asked to serve as a trainer for CERT. Simms would like to see a class held in either Halsey or Brownsville this upcoming year.
- ▶ The Committee planned on hosting an open house in conjunction with the Grand Re-opening of the Rec Center. Due to construction delays, the effort has been moved to 2024.

The Committee will issue newsletters two times per year with the next one planned for January 2024. We also plan on continual updates and promotion of the website, holding events to demonstrate preparedness methods, and will continue working with participating community partners to increase awareness of this important effort.

Sincerely,



Norman Simms



## **NOTICE OF INTENT TO AWARD**

December 13, 2023

Jesse Rodriguez  
Jesse Rodriguez Construction, LLC  
201 Airport Road  
Silverton, Oregon 97381

Re: City of Brownsville  
GR12 Well Raw Water Line & Pump Station Improvements  
Project No. 201.04

Dear Jesse:

Bids were received and opened on December 13, 2023 for the above project. After review and evaluation of the bids, the apparent lowest responsive bidder was determined to be Jesse Rodriguez Construction, LLC.

The City of Brownsville, at their regular Council meeting on December 19, 2023, is expected to approve the award of the Contract to Jesse Rodriguez Construction, LLC, the apparent low bidder. Award of the Contract is conditional on the following:

1. Five (5) days after the date on the Notice of Intent to Award is sent to Jesse Rodriguez Construction, LLC and the other bidders, no protest is received.
2. If a protest is filed, then, until the City of Brownsville provides a written response to all protests filed within five (5) days after the date on the Notice of Intent to Award that denies the protest and affirms the award.
3. Award of the Contract to Jesse Rodriguez Construction, LLC by the Council.

If in the event these conditions cannot be satisfied, then the City of Brownsville reserves the right to reject all bids and rebid the project or take other actions it deems in its best interest.

Sincerely,

Ryan Quigley, PE  
Project Manager

cc: S. Scott McDowell, City Administrator



THE DYER PARTNERSHIP  
ENGINEERS & PLANNERS, INC.

December 14, 2023

S. Scott McDowell, City Administrator  
City of Brownsville  
255 N. Main Street  
Brownsville, Oregon 97327

RE: City of Brownsville  
GR12 Well Raw Water Line & Pump Station Improvements  
Project No. 201.04

Dear Mr. McDowell:

This letter is to recommend action by the City of Brownsville in response to the bids received on December 13, 2023 at 2:00 PM for the above referenced project. Five bids were received. Pacific Excavation Inc. and Pacific Underground Co. both initialed where the state should be provided on the Bid Form. R&G Excavating, Inc. did not have the notary stamp but the notary signed the Responsibility Affidavit. All five bids were responsive and responsible. The bids were in the following amounts:

1. \$521,041.00 by Jesse Rodriguez Construction, LLC
2. \$528,590.00 by R&G Excavating, Inc.
3. \$574,635.00 by Emery & Sons Construction Group, LLC
4. \$592,020.00 by Pacific Excavation, Inc.
5. \$617,337.40 by Pacific Underground Co.

We recommend that the City of Brownsville take the following action:

1. Accept the bids.
2. Award a contract to Jesse Rodriguez Construction, LLC in the amount of \$521,041.00.

It is our opinion that Jesse Rodriguez Construction, LLC has sufficient experience and qualifications to satisfactorily construct the project.

Assuming the City of Brownsville and Council concurs with our recommendation; we have enclosed three copies of the Notice of Award. A representative for the City needs to sign all three copies after which they should be returned to our Coos Bay office. (*Please do not date the Notice of Award.*) We will date the Award following notification that the City of Brownsville accepts the bids and is determined to award the project.

Pursuant to ORS279C.835, the Oregon Bureau of Labor and Industries requires that Form WH-81 be filled out by the contracting agency and sent to them with a copy of the first-tier subcontractor form, if applicable (ORS 279C.370), within 30 days of issuing the Notice of Award. The form is available at:  
<https://www.oregon.gov/boli/WHD/PWR/docs/wh81.pdf>

The Owner is also responsible for payment of a Public Works fee to the Bureau of Labor & Industries. This payment is accompanied by Form WH-39 which is available at:  
<https://www.oregon.gov/boli/WHD/PWR/docs/wh39.pdf>

Sincerely,

Ryan Quigley, PE  
Project Manager

**S. Scott McDowell**

---

**From:** CivicPlus Drupal 10 Migration Team <drupalmigration@civicplus.com>  
**Sent:** Tuesday, December 12, 2023 8:26 AM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Important Information About Your Website's Upcoming Transition to Drupal 10



Dear Valued Customer,

Greetings from the CivicPlus Drupal Migration Team! We are excited to inform you that we have officially initiated the process of upgrading our first group of customers to the latest Drupal Platform. This is the first communication of many to come to keep you updated on our progress, so please ensure our migration email ([drupalmigration@civicplus.com](mailto:drupalmigration@civicplus.com)) is whitelisted and you forward on internally to all applicable departments. We've heard your feedback and aim to be open and transparent throughout the migration process.

**What are we doing?**

On January 5, 2025, Drupal 7, the core software your current website is built upon, will be at the end of its life and support.

As a reminder, we've been diligently working to establish a seamless transition process that aims to relieve you from the burdens associated with this upgrade. Our primary goal

is to ensure a smooth and successful transition of your website. This approach reduces the workload on your end and ensures your site looks and behaves as you and your residents expect throughout the migration.

**What does this mean for me?**

You can rest assured that we will contact you as soon as your site is ready to finalize migration. Our highly capable Project Managers will reach out to provide training options and prepare you and your staff for the transition.

Keep in mind over the next 12 months we are migrating over 1,500 customers from Drupal 7 to Drupal 10. We have analyzed our customers using dozens of metrics to determine the best path forward. This analysis has formulated a process of breaking up the migrations into groups. While sharing exactly when you will be migrated at this time is difficult, we will notify you as soon as your project has been initiated.

What we can say is that we will keep the lines of communication open throughout this entire process. Expect monthly updates like this one. That being said, if this email has reached you and you are no longer responsible for the website please reply to this email and your Client Success Manager will reply with the next steps. We will also be updating the [Municipal Websites Open Help Center](#) with the latest information and keep a log of all our customer communications there in the event you miss anything. Please 'Follow' these articles to ensure you are kept up to date between our monthly emails.

We appreciate your patience and grace as we've worked through solving this for you. Again, we understand a clearer picture would be better, but promise to keep you up to date as this process unfolds. Thank you and please browse the resources below for additional information

## Resources

[Municipal Websites Open Help Center](#)

[Drupal Migration Landing Page](#)

[Migration Frequently Asked Questions](#)

Best Wishes and Happy Holidays,

CivicPlus Client Success | Drupal 10 Migration Team



[unsubscribe](#)



**S. Scott McDowell**

---

**From:** Oregon Department of Transportation <odot@service.govdelivery.com>  
**Sent:** Wednesday, December 6, 2023 9:29 AM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Oregon ranks 4th in U.S. for climate policies and funding



Oregon Department  
of Transportation

**Climate Office**

Having trouble viewing this email? [View it as a Web page.](#)

## Oregon ranks 4th in U.S. for climate-focused transportation policies and funding



Dec. 6, 2023

For more information, contact [Matt Noble](#) 503-779-9868



Oregon is ranked 4th in the nation for transportation policies and funding that improve equity, public health and climate change outcomes, according to a report published last month by the Natural Resources Defense Council.

[Read the full report PDF online.](#)

The report assessed states on several metrics to create a final scorecard ranking out of 100 possible points. The metrics included state planning for climate and equity, vehicle electrification, expansion of transportation choices, system maintenance, and procurement.

**The top 10 states:**

1. California, 87 points.
2. Massachusetts, 69 points.
3. Vermont, 68 points.
4. **Oregon, 64 points.**
5. Washington, 63 points.
6. New York, 61 points.
7. Colorado, 57 points.
8. New Jersey, 53 points.
9. Connecticut, 53 points.
10. Minnesota, 53 points.

[View the full 50 state scorecard on page 10 of the report PDF.](#)

“We’re proud of our ranking and what we’ve accomplished so far with our federal and state partners,” said Susan Peithman, ODOT Climate Office interim director. “There is much more work to be done, and we’ll keep pushing to realize our vision of a clean, safe and equitable transportation system.”

The report’s authors cite the recent historic federal investments in transportation infrastructure for spurring their interest in state transportation policy and spending.

In 2021, the Bipartisan Infrastructure Law allocated \$1.2 billion in additional transportation funding for Oregon over the next few years. About \$800 million of that funding is directed to [specific purposes](#).

The remaining \$412 million is flexible funding. Last year the [Oregon Transportation Commission directed the flexible funding](#) be spent in ways that will make Oregon’s roads, streets and walkways safer and easier to use.

In 2021 the commission approved \$255 million in federal funding for active and public transportation for ODOT’s 2024-27 budget cycle. The nearly \$100 million increase from the previous cycle doubled funding for these modes.

Both investment decisions contributed to Oregon’s high ranking in the report.

Outside of federal funding decisions ODOT and partners are continuing work to reduce emissions from transportation by cleaning up each mile driven, and reducing how often and how far people drive.

Oregon is projected to make the strongest progress in cleaning up each mile driven. Recent regulations on emissions from cars, trucks and SUVs — and a shift to electric vehicles — will yield the biggest reduction.

Reducing how far and how often people drive has the most room for improvement. Oregon can make progress here by investing in active modes like walking, rolling and biking; improving transit services; pricing the transportation system; and enacting land use policies to support shorter trips.

We're tracking our emissions reduction progress on our [transportation emissions website](#). Our data says by 2050, emissions from transportation will be 60% lower than they were in 1990.



## Linn County Commissioners OK 1-mile CAFO Setback

ALBANY — Tuesday morning, Commissioners Roger Nyquist, Sherrie Sprenger and Will Tucker took a major step toward defining where Confined Animal Feeding Operations (CAFOs) can be built in Linn County, approving a code text change that will require a minimum one-mile setback from property lines on a property where new large CAFO's may be sited.

The code text amendment follows new state regulations and a three-quarter mile setback recommendation by the Linn County Planning Commission. The regulations will only apply to new large CAFO permit applications and are not retroactive. Specifically, the issue is the proposed development of large-scale chicken farms that produce millions of birds per year in confined buildings.

Families in the Scio area have adamantly opposed two such large-scale chicken farms in recent years. Several spoke during Tuesday's public hearing. Although they supported the proposed three-quarter mile setback, several added they actually preferred a one-mile setback. Among their issues is the protection of drinking water, local rivers, odors, ammonia emissions and proposed facilities being close to a local elementary school and church.

One person called the proposed setback a "good guardrail" against the large farming operations owned by hedge funds that make profit a priority over lifestyle. Some of those who testified fought back tears as they talked about their farms, whether they are relatively new to the area, or are living on land owned by their families for five generations.

They suggested such large-scale operations need to be developed in more open country, not where families are more closely bunched like the mid-valley. The Planning & Building Department also received numerous letters during a public comment period. All of them supported expanding the county's setback rules.

Board Chairman Nyquist said he asked the county GIS (Geographic Information System) Department to outline how many properties in the county could be used for a CAFO with a three-quarter mile setback in place. There are about 360 such properties. He also asked how many properties would work within a one-mile setback. There are about 89, so the new rules would not ban CAFOs, they are an outright use within land use regulations.

Commissioner Tucker made a motion to approve a three-quarter mile setback, but after discussion, that motion failed. The commissioners then discussed the benefits of a one-mile setback and all voted in favor of a motion made by Commissioner Sprenger.



In other business, the commissioners:

- Approved a Plan Text Amendment for five acres of property near Harrisburg for development for a ready-mix concrete batch plant.
- Approved sending a letter of support to the Marion County Board of Commissioners for an expansion project by Santiam Hospitals and Clinics in Stayton. Many residents who live on the north side of Linn County, such as the Mill City area, utilize Santiam Hospital in Stayton.
- Assigned proxy votes for the upcoming meeting of the Association of Oregon Counties to Commissioner Tucker.
- Were informed by Planning & Building Director Steve Wills that there were 216 total non-structural permits issued in November. There were three single-family permits, three manufactured homes and 19 additions or alterations.

Announced the planned Dec. 26 Board of Commissioners meeting will be rescheduled for 9:30 a.m. on Wednesday, Dec. 27 due to the Christmas holiday weekend.

***Media contact:*** Alex Paul, Linn County Communications Officer, 541-409-8025 or email [apaul@co.linn.or.us](mailto:apaul@co.linn.or.us).



[LOC News](#)

---

## Cities Active on Addiction Crisis

This week, city leaders testified in Salem before the Joint Committee on Addictions and Community Safety Response (JCACSR), supporting reforms of Oregon's ongoing substance abuse crisis. Appearing on behalf of the LOC, Tigard Mayor Heidi Lueb outlined the challenges her city is facing from the impacts of addiction and expressed support for the [11 recommendations](#) offered by police chiefs, sheriffs, district attorneys and the League. Those recommendations establish a plan to provide detoxification and stabilization for those suffering from addiction, as well as specialty courts and diversion as well as potential legal accountability for possession and public use of narcotics.

Also testifying in support of elements of the coalition plan was Portland Mayor Ted Wheeler, who expressed ongoing concern over public use of narcotics and the lack of services for those suffering from addiction.

The JCACSR is anticipated to draft legislation addressing Oregon's substance abuse challenges for the 2024 short legislative session in February.

Additionally, the LOC held a [webinar](#) on December 1 to brief city leaders on the public safety coalition's 11 recommendations and urge city leaders to act to advocate the proposed reforms using the LOC's [action plan](#). City leaders are encouraged to monitor the Friday *LOC Bulletin* and their emails for additional action alerts and information.

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

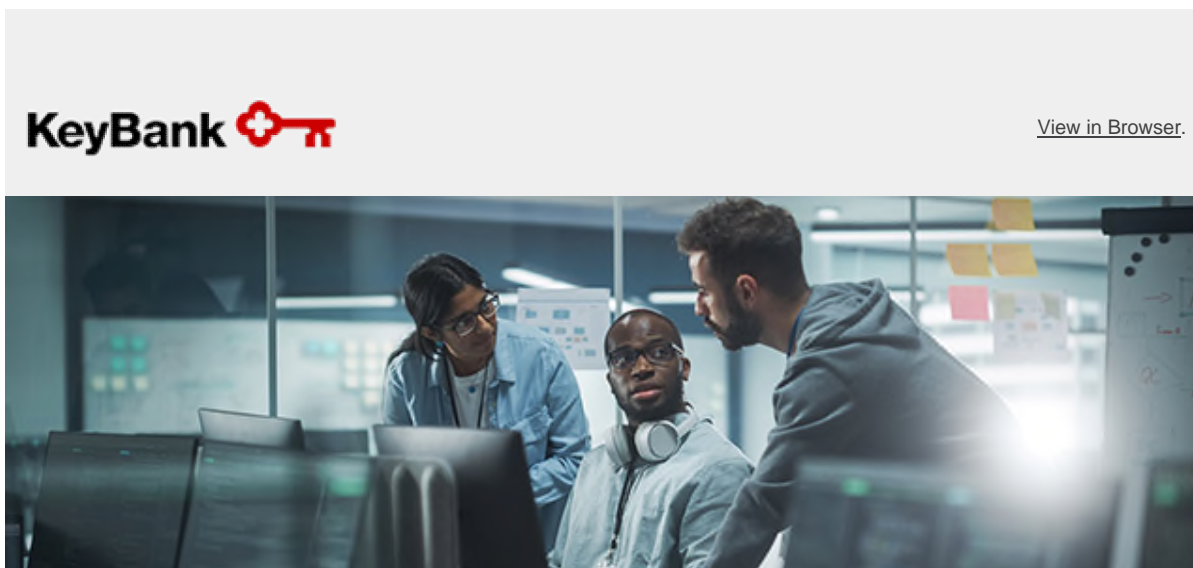
*Last Updated 12/8/23*

**S. Scott McDowell**

---

**From:** KeyBank Payments <info@emails.key.com>  
**Sent:** Thursday, October 19, 2023 10:20 AM  
**To:** ADMIN@CI.BROWNSVILLE.OR.US  
**Subject:** Don't be the next target for nation-state hackers – register today!

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



**You're Invited: "The Next Big Breach Has a Badge"  
Oct. 31 at 1 p.m. ET**

[Register Now](#)

The burden of cybersecurity no longer falls just on the IT department – everyone within an organization plays a strategic role. And as the world becomes more interconnected and digitalized, cyberattacks by nation-states like China and Russia are becoming more common, complex, and costly.

That's why you need to be prepared and proactive in protecting your business from these external threats. And it all begins with addressing your internal security challenges.

That's why we're excited to offer you a special invitation to our webinar, "**The Next Big Breach Has a Badge**," where you'll discover how to help reduce your exposure to cyberattacks by strengthening your internal security measures.

This webinar will feature experts from the FBI, the Department of Homeland Security, and KeyBank who will share their insights and best practices on internal cybersecurity measures.

In this webinar, our panel will answer these questions:

- Who are the insiders that pose the greatest threat to your organization's cybersecurity?
- What are the common types of cyberattacks and how can they harm your business?
- How can KeyBank protect its clients from cyberattacks and help them recover from incidents?

Attendees are also eligible to earn 1.2 hours of Certified Treasury Professional (CTP) credits.

This event will take place live **Oct. 31 at 1 p.m. ET**. This is a rare opportunity to learn from the experts and get your questions answered.

Don't let your business become a victim of cyberattacks by nation-states.

Sincerely,

*Your KeyBank Payments Team*

**S. Scott McDowell**

---

**From:** HUB International <HUBNorthwestNews@hubinternational.com>  
**Sent:** Tuesday, December 5, 2023 9:08 AM  
**To:** admin@ci.brownsville.or.us  
**Subject:** Upcoming Webinar: The Role of AI in Security



Risk &amp; Insurance | Employee Benefits | Retirement &amp; Private Wealth



Please join us for HUB's webinar, The Role of AI in Security, on Tuesday, December 19th at 10:00 am PST. A panel of experts with backgrounds in law enforcement and military security will be discussing how technology is driving innovation in public entities and helping organizations to better protect their assets.

These military security solutions, recently authorized for public use, can help to thwart potential threats before they escalate, including:

- Facial recognition software
- License plate reading systems
- Crowd counting systems
- Robot dogs
- AI Drones

Register for the webinar using the link below to learn more about how these tools and more can provide unparalleled protection for your organization.





OREGON  
STATE  
TREASURY



# Inside the Vault

Local Government Edition

## Cybersecurity Awareness Month

Since 2004, the President of the United States and Congress have declared the month of October to be Cybersecurity Awareness Month. This is a dedicated month for the public and private sectors to work together to raise awareness about the importance of cybersecurity.

This is the 20th Cybersecurity Awareness Month, and it has grown into a collaborative effort between government and industry to enhance cybersecurity awareness, encourage actions by the public to reduce online risk, and generate discussion about cyber threats.

### Secure Our World: 2023 and Beyond

In recognition of the 20th year, the Cybersecurity and Infrastructure Security Agency (CISA) announced a new cybersecurity awareness program called [Secure Our World](#). Secure Our World is the theme for this year's Cybersecurity Awareness Month and will remain the enduring theme for future awareness month campaigns. Secure Our World reflects a new message to be integrated across CISA's awareness campaigns and programs, and it encourages all of us to act each day to protect ourselves when online or using connected devices.

The program promotes behavioral change on a national level with a particular focus on how individuals, families, and small- to medium-sized businesses can Secure Our World by focusing on the four critical actions below:

- ▲ [Use strong passwords](#). Strong passwords are long, random, unique, and include all four character types (uppercase, lowercase, numbers, and symbols). A password manager is a powerful tool to help you create strong passwords for each of your accounts.



*(Continued on page 2)*

(Continued from page 1)

- ▶ [Turn on multi-factor authentication \(MFA\)](#). You need more than a password to protect your online accounts, and enabling MFA makes you significantly less likely to get hacked. Enable MFA especially on social media, e-mail, and financial accounts.
- ▶ [Recognize and report phishing](#). Be cautious of unsolicited messages asking for personal information. Avoid sharing sensitive information or credentials with unknown sources. Report phishing attempts and delete the messages.
- ▶ [Update software](#). Ensure your software is up to date and ensure you have the latest security patches and updates on your devices. Regularly check for updates if automatic updates are not available.



Learn more about each of these four critical security actions by watching the [Secure Our World animated video series](#) online.

## E-mail Safety Best Practices

The leading cause of cyberattacks and data breaches around the world is employee error. Many of these errors occur in response to tactics used by hackers to manipulate people into providing access or supplying information via e-mail.



Below are some e-mail safety best practices that can help educate your staff on how to respond to or handle suspicious e-mails:

- ▶ **Never open e-mails from someone you do not know or that you are not expecting.** If the e-mail is unexpected or seems fishy, it likely is. Delete the e-mail and report it to your IT department.
- ▶ **Never open an attachment or click on a link in an e-mail from someone you do not know or that you are not expecting.** Attachments and suspicious links sent via phishing e-mails often contain viruses or ransomware, which can provide unauthorized access to protected information.
- ▶ **Avoid sending confidential information through e-mail.** Sensitive information such as passwords, bank account numbers, and social security numbers are prime targets for hackers and should never be sent via e-mail.
- ▶ **Always remember to properly log out of your e-mail when not in use.** This is a quick and easy way to help protect your account from unwanted trespassers.
- ▶ **Use multi-factor authentication when possible.** Multi-factor authentication provides an additional layer of security by requiring a second form of verification when signing into your e-mail account.

## Security Spotlight: Social Engineering

*It is the end of a long day and you finally get around to checking the voicemail left by an unknown number that called earlier. A voice informs you that you owe back taxes to the IRS and there is a warrant out for your arrest, so please call back. Did you remember to mail your local taxes? Did your mortgage company make that payment? Maybe it is someone with the same name? It has to be a mistake, but you need to know for sure. Do you call the number?*

### What Is Social Engineering?

Social engineering is the art of capitalizing on relationships and social behavior to manipulate people into providing access, supplying information, or performing an action. An attack can be as simple as an unsolicited e-mail that appears to be from a friend pleading for help or as elaborate as a request from your supervisor directing you to perform an action immediately. In every case, people are the key to whether an attack succeeds or fails.



### What Are Some Different Types of Social Engineering?

Attacks are usually distinguished by the medium used or the type of pressure exerted on a victim. One of the most common examples are “phishing attacks.” These e-mails look like legitimate requests and usually come with a degree of urgency to get a victim to act quickly. If a recipient accepts the e-mail as legitimate, they may click a link, provide confidential information, and continue about their business unaware that sensitive information is now in the hands of hackers. The access provided can allow hackers to lurk in a system, exploiting any information available to achieve their ultimate goal.

A simple phishing attack can be just the beginning. The more information hackers have about an individual or organization, the more they are able to make their attacks convincing, potentially leading to “spear phishing.” Spear phishing is when hackers understand the relationships within an organization and send e-mails designed to mimic requests within the organization. Many people refuse to click on links in a strange e-mail, but suppose it is an urgent request from supervisor? Many recipients are less likely to verify if the request is legitimate or an attack before reacting.

Attacks are not limited to e-mail communication or a specific tactic. Any mode of communication or predictable tendency can be exploited. Here is a list of some of the other common attacks:

- ▶ **Vishing** (voice-phishing) attacks are the same as both phishing and spear phishing attacks, but are done through telephone calls
- ▶ **Smishing** (SMS-phishing) attacks utilize text messages
- ▶ **Pretexting** presents victims with the false “pretext” of verifying their information
- ▶ **Baiting** offers victims a prize for information
- ▶ **Tailgating** takes advantage of holding a door open to compromise a secure location
- ▶ **Quid Pro Quo** attacks give victims a gift to make them feel obligated to respond



(Continued on page 5)



(Continued from page 4)

Ultimately, hackers employ these methods because they are much easier than trying to hack into software. Every software system is designed to be used by users, so the surest way to gain control is to manipulate the user.

**How Can I Help Protect against Social Engineering Attacks?**

We encourage all of our customers to think about their readiness, specifically how your organization can prepare by deploying technology, processes, and education designed to enhance security.

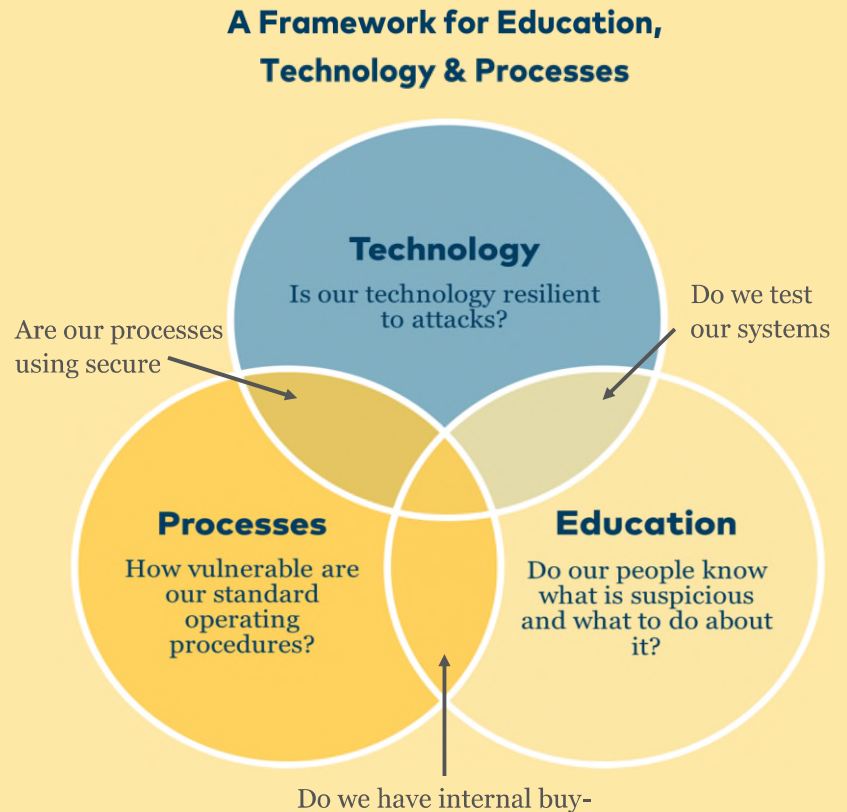
Attacks are a product of technology, but technology can also play a role in protection. For instance, spam filters are effective at stopping most phishing e-mails from reaching intended targets. Another tool is multi-factor authentication (MFA). MFA is a method of confirming a user’s identity utilizing factors beyond the standard username and password. Sometimes simple procedures like regularly resetting passwords can limit damage or frustrate attacks.

Unfortunately, deploying more secure technology in an organization does not mean it gets used every time, a fact that highlights the importance of assessing organizational processes. Process assessment should extend to third-party service providers as well, and be understood by all parties.

Finally, education should underpin any readiness effort. Any person with even low levels of access to data should have a basic knowledge of what attacks are possible through e-mail, text, and phone. Employees of public organizations face a unique challenge in that they are responsible for providing transparency but any information—such as organizational charts, contact information, and biographical information—could be used to hijack internal communications. Educational efforts should highlight what is possible and underscore the security reasons behind the processes and technology that employees execute or interact with on a daily basis.

**So Do You Call Them Back?**

We hope that after understanding the possibilities that technology has opened for both good and malicious purposes, you know that the best course of action is to delete the voicemail mentioned in the opening scenario. If you wanted to go the extra step, you could contact the IRS directly, being careful not to use any contact information from the message. Although these attacks can be alarming, hackers using social engineering have no way to keep you from simply deleting an e-mail or independently verifying any suspicious requests.



**NEWS** (<https://www.americancityandcounty.com/type/news/>)



## Report: Local cybersecurity programs are facing headwinds as threats, technologies evolve

Written by Andy Castillo 29th November 2023

The evolving technological landscape isn't just changing the nation's social and economic norms, it's also pushing local governments to adapt. A new analysis from the Public Technology Institute provides a snapshot of the challenges local cybersecurity programs are facing, and the priorities of city and county administrators as they guide organizations through an unprecedented era of digital evolution.

“Today, no technology article, report, or discussion would be complete without a mention of Generative AI,” reads a forward to the analysis, “2023 Local Government Cybersecurity National Survey,” written by Alan Shark, executive director of the Public Technology Institute. “Local governments are utilizing AI to deliver services to the public, as a tool to make their enterprises more secure, and exploring a variety of potential uses that would improve government operations. As we utilize and explore AI, what are the risks we need to be aware of? What are the possible rewards? And how do we ensure that local government employees understand the impact of how they use AI?”

Shark noted a number of challenges faced by local governments including internal and external security threats, staffing and employee education challenges, and funding shortages. Notably, the U.S. Department of Homeland Security slated \$374.9 million in 2023 to address cybersecurity risks and threats to local systems, although the funding impact is limited because of the high number of organizations eligible for grants.

In a survey of 30 local government IT executives included in the analysis, 23% said they’re “very engaged when it comes to organization-wide cyber security efforts,” while 67% said they’re “somewhat engaged,” the report says. Thirty-six percent said they “feel that their budget is adequate to support cybersecurity initiatives,” and that “developing and maintaining a cybersecurity strategy is the number one priority initiative for the coming year.” Conversely, 64% said it’s not sufficient—a datapoint that’s nearly unchanged over the last year.

And as local administrators work to address cybersecurity challenges, the increasing sophistication of digital attacks is making things difficult. To meet these and other challenges, 40% of respondents said they’re turning to vendors that utilize AI solutions for cybersecurity support. Looking to the future, administrators said they intend to prioritize cybersecurity strategy most of all, followed by risk assessments, malware detection and mitigation, multifactor authentication, and zero trust. Artificial intelligence and robotic automation are the least prioritized strategies.

But while there are challenges, Shark noted that local government administrators are rising to meet them.

“Numerous examples exist of successful vendor and partner engagement; there is increasing recognition by elected officials that cybersecurity is a priority, there is increased resource sharing between state and local government, and many organizations are implementing programs that promote cross-training, internships, and other opportunities to improve the skills of our cyber workforce,” Shark wrote.

# CYBERSECURITY

## 1) Malware

Malware attacks are the most common cyber security threats. Malware is defined as malicious software, including spyware, ransomware, viruses, and worms, which gets installed into the system when the user clicks a dangerous link or email. Once inside the system, malware can block access to critical components of the network, damage the system, and gather confidential information, among others.

**According to Accenture, the average cost of a malware attack is USD 2.6 million.**

## 2) Phishing

Cybercriminals send malicious emails that seem to come from legitimate resources. The user is then tricked into clicking the malicious link in the email, leading to malware installation or disclosure of sensitive information like credit card details and login credentials.

**Phishing attack accounts for over 80% of reported cyber incidents.**

## 3) Spear Phishing

Spear phishing is a more sophisticated form of a phishing attack in which cybercriminals target only privileged users such as system administrators and C-suite executives.

**More than 71% of targeted attacks involve the use of spear phishing.**

## 4) Man in the Middle Attack

Man in the Middle (MitM) attack occurs when cyber criminals place themselves between a two-party communication. Once the attacker interprets the communication, they may filter and steal sensitive data and return different responses to the user.

**According to Netcraft, 95% of HTTPS servers are vulnerable to MitM.**

## 5) Denial of Service Attack

Denial of Service attacks aims at flooding systems, networks, or servers with massive traffic, thereby making the system unable to fulfill legitimate requests. Attacks can also use several infected devices to launch an attack on the target system. This is known as a Distributed Denial of Service (DDoS) attack.

**The year 2019 saw a staggering 8.4 million DDoS attacks.**

# CYBERSECURITY

## 6) SQL Injection

A Structured Query Language (SQL) injection attack occurs when cybercriminals attempt to access the database by uploading malicious SQL scripts. Once successful, the malicious actor can view, change, or delete data stored in the SQL database.

**SQL injection accounts for nearly 65.1% of all web application attacks.**

## 7) Zero-day Exploit

A zero-day attack occurs when software or hardware vulnerability is announced, and the cybercriminals exploit the vulnerability before a patch or solution is implemented.

**It is predicted that zero-day attacks will rise to one per day by 2021.**

## 8) Advanced Persistent Threats (APT)

An advanced persistent threat occurs when a malicious actor gains unauthorized access to a system or network and remains undetected for an extended time.

**45% of organizations feel that they are likely to be the target of an APT.**

## 9) Ransomware

Ransomware is a type of malware attack in which the attacker locks or encrypts the victim's data and threatens to publish or block access to data unless a ransom is paid. Learning more about ransomware threats can help companies prevent and cope with them better.

**Ransomware attacks are estimated to cost global organizations USD 20 billion by 2021.**

## 10) DNS Attack

A DNS attack is a cyberattack in which cybercriminals exploit vulnerabilities in the Domain Name System (DNS). The attackers leverage the DNS vulnerabilities to divert site visitors to malicious pages (DNS Hijacking) and remove data from compromised systems (DNS Tunneling).

**The average cost of a DNS attack stood at USD 924,000 in 2020.**





8 December 2023

The Honorable  
Judge Marco A. Hernandez  
Mark O. Hatfield United States Courthouse  
# 1507  
1000 SW Third Ave  
Portland, Oregon 97204

Subject: Urgent Concerns Regarding Dam Drawdowns in Willamette Basin

Dear U.S. District Judge Hernandez,

We are writing to express the growing concerns within our communities regarding the management of our dams, especially after witnessing the negative impacts of the deep drawdowns at Green Peter Dam and Lookout Point Dam. While we know the full impacts of these drawdowns are still unfolding and may well reveal additional concerns as sediment continues to be carried downstream, what we've witnessed is enough to urge your reconsideration of your management order and to implore you to allow local communities to have a voice in the management decisions of our natural resources.

Over the past few years, the dams in the Willamette Valley have experienced various drawdowns to study the impacts of eliminating hydropower and promoting fish passage, which has raised troubling questions of the long-term goals of these management strategies while causing disruptions that have far-reaching consequences for our communities in the way of water quality, recreation, and economic stability for our region.

Our state prides itself on our concern and regard for the environment, and we are no different. We also understand that your decision was made based on the available knowledge you had at the time. However, it has become increasingly apparent that the eventual outcomes of the drawdowns were more severe than what advocates had led you to believe. The deep drawdowns in particular have left a path of destruction that has outweighed any benefits that they sought to bring.

Though all drawdowns have raised valid concerns, the recent deep drawdowns at Green Peter Dam and Lookout Point Dam have had profound effects on localities such as Lowell, Lebanon, and Sweet Home—impacts so drastic they have garnered wide-spread news coverage as community members share experiences of rivers choked with dead fish, muddy waterways, dried-up wells, tainted water, and loss of economic opportunities. Even communities further downstream, such as Albany, are experiencing higher turbidity and increased challenges maintaining safe water quality. Citizens are rightly outraged as they navigate losses and detriments to their communities when they had no say in these management decisions.

Sweet Home has seen some of the worst consequences, with local businesses reporting a sharp decline in profit since the deep drawdowns occurred due to a loss of tourism. Additionally, the City's three water plant employees worked many 24-hour days in November just to keep up with the drastic turbidity levels threatening Sweet Home's water needs. Even with drastic measures and extra chemicals to treat the water, citizens are still experiencing tannin-tainted water, which many question the safety of drinking—a far cry from their typical, award-winning, community water supply.

Lebanon is also running its water plant as hard as they can to meet demand, and are having to use roughly four times the normal amount of chemicals to treat the water. There has been nearly three feet of silt built up in the membranes' sediment ponds since October (compared to 4-6 inches average per annum), which speaks volumes to the drastic reduction in longevity the membranes will have before incurring a \$3,000,000 to \$5,000,000 replacement cost for the City. While Lebanon has still been able to provide water for its inhabitants—albeit barely, it's worth noting that if this level of treatment was required prior to 2018 when the city's new treatment plant came online, Lebanon would not have been able to supply clean water to the community.

Lowell similarly is registering unprecedented levels of sediment in their incoming water supply due to the deep drawdown at Lookout Point Dam—tracking 75-90% increases while having to restrict their plant to 50% of its standard capacity. The city is looking at needing to impose water conservation measures by spring if turbidity does not abate, and will also be forced to pursue costly retrofits to their treatment plant to mitigate sediment in the future, with costs up to \$1 million. Further out of town, numerous residents depend on wells for water—many of which have run dry due to the drastically lower water levels in the reservoir, forcing residents to spend tens of thousands of dollars each to drill deeper wells. Similar to the drawdown at Green Peter Dam, residents in Lowell have observed a significant increase in the number of deceased fish in the nearby Dexter Reservoir.

Another prime example of negative impacts to tourism comes from Detroit, where reservoir management changes and lowered pool levels have added extra strain as the community's struggles to recover from the devastating destruction of the Labor Day fires of 2020. The need to maintain—if not grow—tourism levels to promote sustained recovery is vital, and shortening the recreation season will only delay meaningful recovery and compromise the effectiveness of the millions of dollars invested for that effort. Marion County is actively pursuing excavation plans to lower marinas as a desperate attempt to mitigate some of the impacts caused by lower pool

levels and a shortened recreation season, but even those efforts raise the ire of environmental advocates.

Citizens are being left at the mercy of decisions made by people far removed from our communities; decisions that unilaterally prioritize select needs while ignoring others completely. These decisions are compromising populations of some fish, in the name of trying to save others. To protect some spawning grounds, while disrupting other fish habitat. Reducing a clean and reliable form of energy and water management, while claiming to be for the benefit of the environment. Causing such drastic, and costly impacts for our communities, to perhaps result in a negligible positive impact on a single species of fish. Approaching management decisions like this effectively leaves communities feeling helpless to manage the future of their own resources, and thus our communities themselves.

Exacerbating this frustration is the historic fact that many of our communities have already endured the economic challenge once before from the decline of the dominant industry we've relied on—the loss of timber due to the protection of the spotted owl. Our communities had to reinvent themselves while navigating decimated tax bases, and now face the loss of our new industry of recreational activities that have become vital for our economies. The tourism sector is threatened not only by these drawdowns, but by the uncertainty of what the future holds for these community resources, jeopardizing the economic outlook for our communities while also sustaining the costs associated with these drawdowns.

All things considered, it is understandable for our communities to feel a growing sense of frustration and disenfranchisement as we face a lack of representation in decisions that directly affect our resources. It is crucial that our voices and the needs of our communities play a role in discussions about the future management of these dams and any associated drawdowns. We believe that community input is essential in crafting effective and sustainable management strategies that balance the needs of both the environment and the people who depend on it.

In light of these concerns, we respectfully request you modify your 2021 order that led to the deep drawdowns of our dams, and prevent these negative effects happening to even more communities around our state. Our communities deserve a seat at the table in the decision-making processes regarding dam management. We believe that collaborative efforts between communities and relevant agencies can lead to more informed and equitable decisions that consider both the wildlife and the people who inhabit the surrounding area.

We appreciate your attention to this matter and look forward to the opportunity to engage in meaningful dialogue to find solutions that benefit our communities and the region as a whole. Thank you for your time and consideration.

Sincerely,

Fred Girod  
State Senator, District 9

Cedric Hayden  
State Senator, District 6

Jami Cate  
State Representative, District 11

Charlie Conrad  
State Representative, District 12

Ed Diehl  
State Representative, District 17

Roger Nyquist  
Linn County Commissioner

Will Tucker  
Linn County Commissioner

Sherrie Sprenger  
Linn County Commissioner

Danielle Bethell  
Marion County Commissioner

Kevin Cameron  
Marion County Commissioner

Colm Willis  
Marion County Commissioner

Ryan Ceniga  
Lane County Commissioner

David Loveall  
Lane County Commissioner

Mayor Kenneth Jackola  
City of Lebanon

Mayor Susan Coleman  
City of Sweet Home

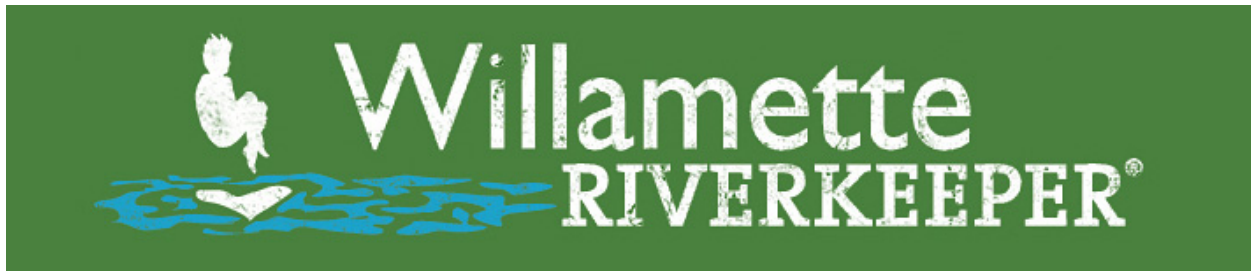
Mayor Michael Myers  
City of Jefferson

Mayor Don Bennett  
City of Lowell

Mayor Adam Craven  
City of Brownsville

Mayor Debbie Nuber  
City of Scio

Mayor Tim Kirsch  
Mill City



December 8, 2023

The Honorable Judge Marco A. Hernandez  
Mark O. Hatfield United States Courthouse # 1507  
1000 SW Third Ave  
Portland, Oregon 97204

Subject: Concerns Regarding Reservoir Drawdowns in Willamette System

Dear Judge Hernandez:

On behalf of Willamette Riverkeeper (WR), I am writing you today to express concerns about the deep and rapid drawdown of Green Peter Reservoir. As one of the organizations that sued the US Army Corps in 2007 because of its lack of action to recover listed fish, and settled the suit in 2008 resulting in the Biological Opinion - recovery of Spring Chinook and Winter Steelhead has been very important to us for many years.

We have the following concerns about the recent drawdown:

- a) It would seem that the significant amount of turbidity in the S. Santiam River could have been predicted, especially based on other historic drawdowns in the Willamette Basin. While the US Army Corps has a big role in the drawdown, negative impacts could have also been considered by those crafting the actions stemming from the most recent lawsuit. This could have included additional consideration of every ecological variable related to such a drawdown.
- b) The impact on local communities in terms of time and effort to maintain clean and safe drinking water has been immense. It would seem that the Federal Government should have a role in aiding these communities for the increased effort to maintain useable drinking water. The Corps and others should likely have considered these impacts in the overall approach.

- c) Impacts to private landowners have also been significant, with multiple accounts of wells being affected by the drawdown. These too, if validated, should have been considered in the overall drawdown plan.
- d) WR also believes that such a fast and massive drawdown could have negative impacts on other native species in the S. Santiam, such as freshwater mussels, and other invertebrates. Consideration of the range of species that call the S. Santiam and whole river system home should be paramount, and it seems possible that such consideration of the potential impacts of a large and fast drawdown may not have occurred.
- e) We also believe that pre and post drawdown monitoring of ecological conditions in the river below the dam is important. Did either of these occur?

We have witnessed prior drawdowns over the years and do believe that they have their place in a river system that has been highly manipulated, in order to help recover native fish. In addition to significant habitat restoration and other measures throughout the basin, such drawdowns may indeed help recover native fish.

More than any organization, Willamette Riverkeeper believes we must do more for native fish and all such wildlife in the Willamette River system. At the same time, we must be cognizant of potential unintended consequences that, over time, have the potential to make the overall job of salmon recovery harder for all of us.

This includes impacts on local communities. People in such communities should be pulling for the health of the river system, instead of being subject to actions that only make working together for the common good more difficult over time.

With these points in mind, it may be worth reconsidering how the US Army Corps approaches any future drawdowns, with additional opportunity for organizations and the local community to weigh in on the path forward.

Thank you for your consideration.

Sincerely,



Travis Williams, Riverkeeper & Executive Director



LOC News

---

## LOC Accepting Statements of Interest for DEIA Committee

The LOC is now accepting statements of interest from city officials for service on the LOC Diversity, Equity, Inclusion & Accessibility (DEIA) Committee. This committee is tasked with assisting the LOC Board of Directors and executive director in the oversight of the LOC's policies, initiatives, and strategic goals as they relate to diversity, equity, and inclusion. The DEIA Committee strives to help the LOC bring about the cultural changes necessary for the organization, both internally and externally, to be equitable, inclusive, welcoming, and enriching for all.

At this time, the LOC is seeking to fill the following 5 positions:

- Representative from Region 3 – term expires 12/31/2027;
- Representative from Region 8 – term expires 12/31/2025;
- Representative from Region 11 – term expires 12/31/2025;
- Representative from the POC Caucus – term expires 12/31/2026; and
- Representative from the Women's Caucus – term expires 12/31/2026.

Persons currently serving, or who have previously served, in the capacity as a mayor, city councilor, city commissioner, city manager, city administrator, or a city recorder (provided the recorder works for a city that does not have a position titled city manager or city administrator and the recorder is appointed to their position by the city council) are eligible to serve on the DEIA Committee.

If you are interested in serving on the LOC DEIA Committee, please complete a [statement of interest](#) and submit it to LOC Member Engagement Director Lisa Trevino by **Friday, December 29, 2023**.

**Contact:** Lisa Trevino, Member Engagement Director  
- [ltrevino@orcities.org](mailto:ltrevino@orcities.org)

**S. Scott McDowell**

---

**From:** Oregon DEQ News <ordeq@public.govdelivery.com>  
**Sent:** Wednesday, November 29, 2023 3:19 PM  
**To:** admin@ci.brownsville.or.us  
**Subject:** DEQ issues 17 penalties in October for environmental violations



State of Oregon  
**Department of Environmental Quality**

**NEWS RELEASE**

## **DEQ issues 17 penalties in October for environmental violations**

**Date:** Nov. 29, 2023

Statewide, Ore.— The Oregon Department of Environmental Quality issued 17 penalties totaling \$305,021 in October for various environmental violations. A detailed list of violations and resulting penalties is at <https://ordeq.org/enforcement>.

Fines ranged from \$1,410 to \$106,778. Alleged violations included a city discharging untreated sewage, a vape company improperly handling hazardous wastes, and a trucking company not immediately reporting and cleaning up an oil spill. This includes a combined \$134,378 penalty to the Winchester Water Control District and TerraFirma Foundation Repair Inc. for water quality violations during Winchester Dam repairs, which [DEQ announced on Oct. 26](#).

DEQ issued civil penalties to the following organizations and individuals:

- Alpha Omega Trucking, Brookings, \$10,400, spills
- Boise Cascade Wood Products LLC, Elgin \$18,368, wastewater
- Boring Auto Wrecking LLC, Boring, \$9,931, stormwater
- Bushnell's Warehousing and Trucking Corp., Portland \$3,300, hazardous waste
- City of North Powder, North Powder, \$11,692, wastewater
- City of The Dalles, The Dalles, \$35,616, wastewater
- Hull-Oakes Lumber Co., Monroe, \$7,200, wastewater
- Jasper Wood Products LLC, Jasper, \$10,800, wastewater
- NWFF Environmental, Philomath, \$3,600, hazardous waste
- Oregon Department of Transportation (ODOT), Roseburg, \$3,450 for 401 water quality certification



- PacifiCorp, Roseburg, \$1,600, hazardous waste
- S & P Oil LLC, Halsey, \$2,595, onsite septic
- Sisters of St. Mary of Oregon Maryville Corp. dba Maryville Nursing Home, Beaverton, \$1,410, underground storage tank
- TerraFirma Foundation Repair Inc., Winchester, \$27,600, causing pollution to waters
- Triangle Oil Inc., Mount Vernon, \$17,981, underground storage tank
- Vape Game LLC, Eugene-Springfield, \$32,700, hazardous waste
- Winchester Water Control District, Winchester, \$106,778 for 401 water quality certification

Organizations or individuals must either pay the fines to the state treasury or file an appeal within 20 days of receiving notice of the penalty. They may be able to offset a portion of a penalty by funding a supplemental environmental project that improves Oregon's environment. Learn more about these projects at <https://ordeq.org/sep>. Penalties may also include orders requiring specific tasks to prevent ongoing violations or additional environmental harm.

DEQ works with thousands of organizations and individuals to help them comply with laws that protect Oregon's air, land and water. DEQ uses education, technical assistance, warnings and penalties to change behavior and deter future violations. .

**Media contact:** Dylan Darling, public affairs specialist, 541-600-6119, [dylan.darling@deq.oregon.gov](mailto:dylan.darling@deq.oregon.gov)

[Read news release online here.](#)

Population Research Center  
Portland State University  
PO Box 751  
Portland, OR 97207-0751

BROWNSVILLE CITY  
PO Box 188  
BROWNSVILLE, OR 97327

RECEIVED  
City of Brownsville  
NOV 28 2023

Clerk \_\_\_\_\_

– IMPORTANT NOTICE –

### **Preliminary 2023 Population Estimate**

November 15, 2023

Listed below is the preliminary population estimate for July 1, 2023. Also included are the Revised 2022 estimate and 2020 Census figure. The July 1, 2023, estimate will be certified following the review period on December 15, 2023.

PRELIMINARY POPULATION ESTIMATE:  
JULY 1, 2023: 1814

Revised POPULATION ESTIMATE:  
JULY 1, 2022: 1830

CENSUS FIGURE:  
APRIL 1, 2020 : 1694

The 2023 CERTIFIED population estimates will be posted on our website by December 15, 2023 at the following page URL:

<https://www.pdx.edu/population-research/population-estimate-reports>

If you have any questions or comments about the preliminary population estimate, please contact:

Huda Alkitkat, Ph.D.  
Population Estimates Program Manager  
Population Research Center  
Portland State University  
E-mail: [alkitkat@pdx.edu](mailto:alkitkat@pdx.edu)

**S. Scott McDowell**

---

**From:** Rep. Lori Chavez-DeRemer <replorichavez-deremer@mail8.housecommunications.gov>  
**Sent:** Friday, December 8, 2023 2:52 PM  
**To:** Scott McDowell  
**Subject:** Lori's Letter: My Bill to Address Veteran Homelessness Passes House



Friend,

It's an honor to serve you in the U.S. House of Representatives. On day one, I promised to represent you with transparency, authenticity, and integrity, and I'm committed to upholding that promise. Every week, I'll be sending "Lori's Letter" to keep you updated on my work. If you know someone who would like to receive my regular updates, please have them visit [this link](#) to sign up today!

Continue reading this week's letter to learn more about our committee hearing regarding antisemitism on college campuses, a new bill I introduced to support workers on the frontlines of the fentanyl crisis, and more.

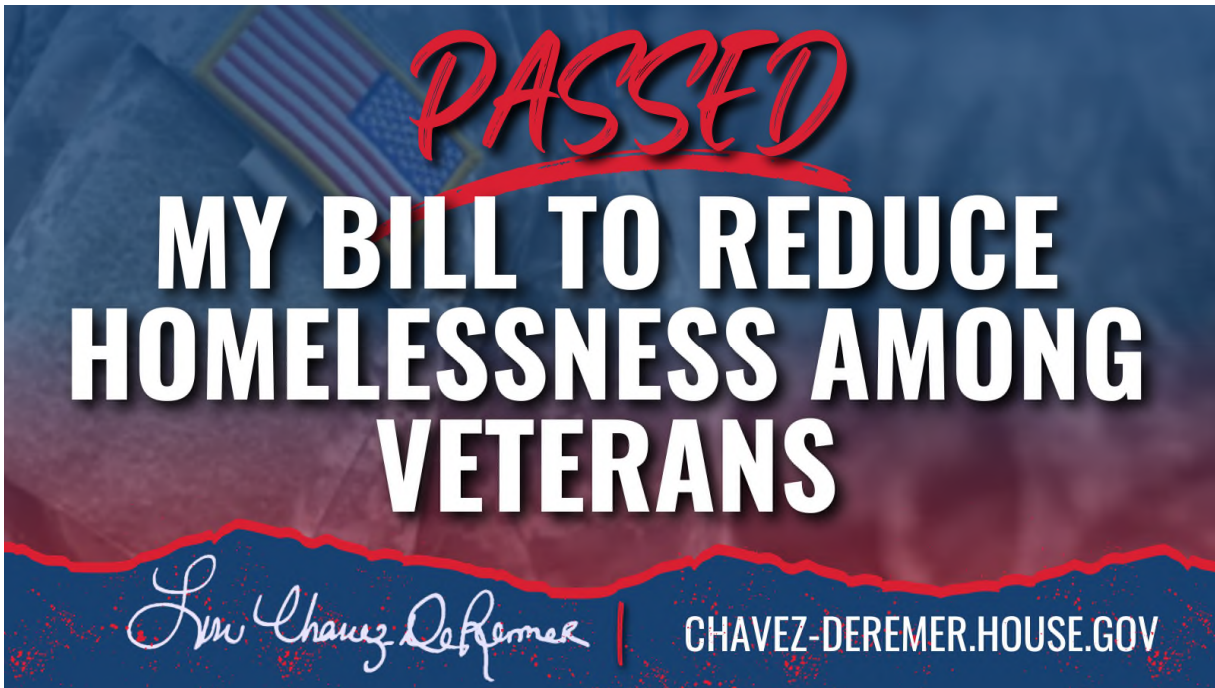
### **MY HOME ACT PASSES THE HOUSE WITH BROAD BIPARTISAN SUPPORT**

I'm excited that my bill to help lift veterans out of homelessness, the HOME Act, passed the House with broad bipartisan support this week!

On any given night, there are around 1,400 Oregon veterans who go to sleep without a roof over their heads. We owe it to our veterans to do better. They stepped up to serve our country, and it is our responsibility to ensure they are cared for in return.

By supporting transitional housing services and creating a stipend to provide them with direct financial assistance, the HOME Act will provide much-needed assistance to veterans in need. Now that this bill has passed the House, we are one step closer to ensuring every veteran has a place to call home.

Learn more about the HOME Act by clicking [here](#) or below:

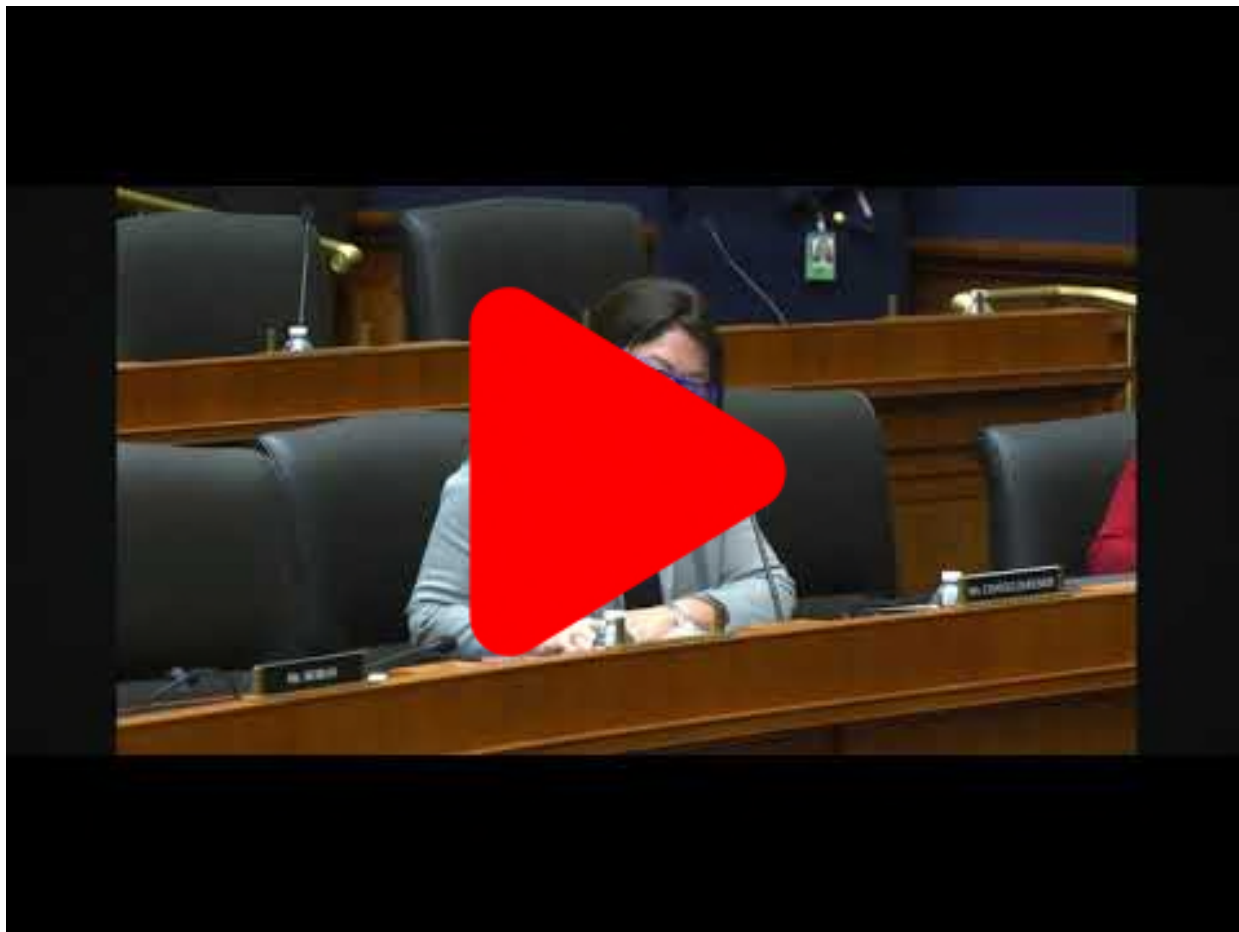


**CALLING OUT HARVARD, UPENN, MIT FOR LACK OF JEWISH HISTORY CLASSES**

During an Education and the Workforce Committee hearing this week to address antisemitism on college campuses, I drew attention to Harvard, UPenn, and MIT's lack of course offerings for Jewish history.

As we look to address antisemitism on college campuses, offering more courses to challenge biases and preconceptions would be a great place to start.

Watch my full remarks:



**INTRODUCING NEW LEGISLATION TO SUPPORT WORKERS ON THE  
FRONTLINES OF THE FENTANYL CRISIS**

This week, I introduced the Opioid Crisis Workforce Act, which seeks to improve training, information sharing, and grant funding for workers involved in the prevention and treatment of substance use and mental health disorders.

Oregon ranks near the top in addiction and near the bottom in recovery services. Measure 110 needs to be repealed, but in the meantime, I'm going to keep doing everything I can to address Oregon's drug crisis at the federal level.

I look forward to working with my colleagues on the Education and the Workforce Committee to move this commonsense legislation forward.



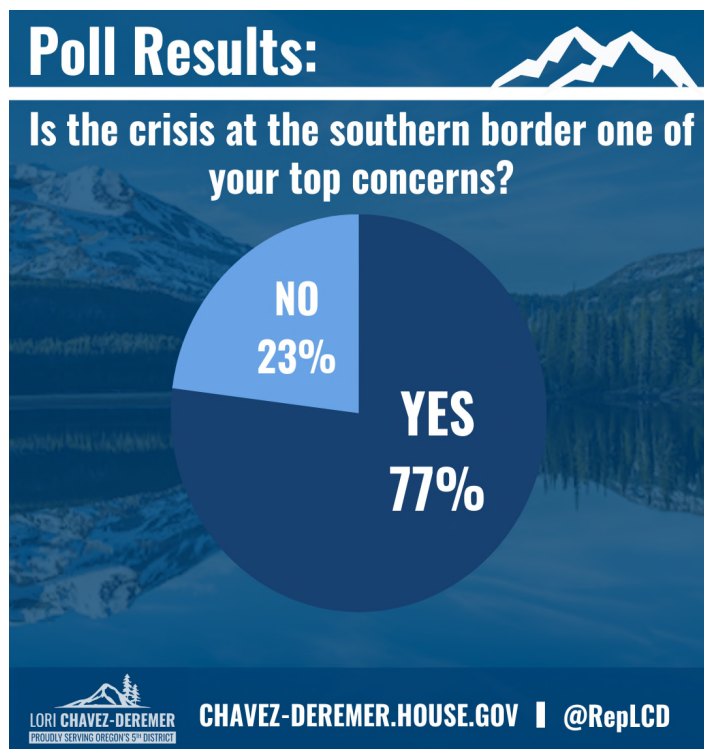
**Chavez-DeRemer Introduces Bill to Improve Training, Funding for Workers on the Frontlines of the Fentanyl Crisis**

December 6, 2023

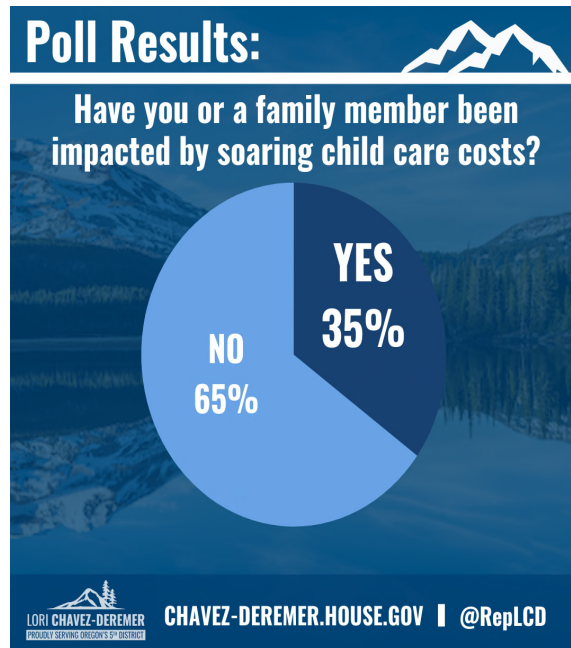
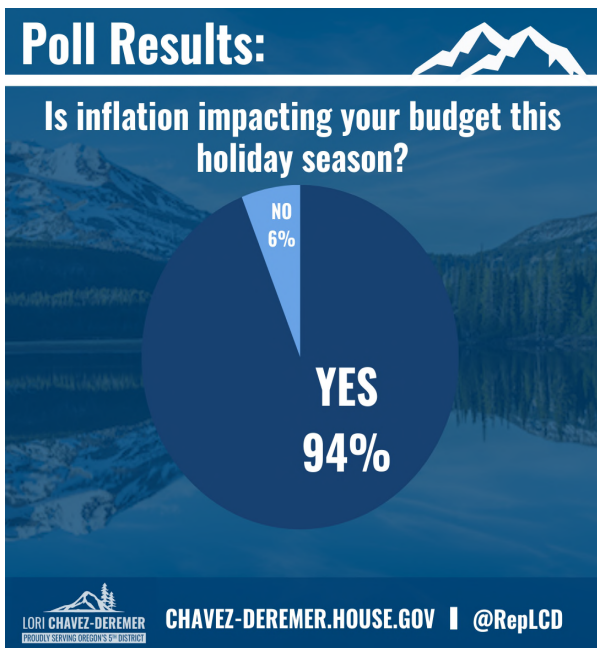
**POLL RESULTS FROM WEDNESDAY'S TELE-TOWN HALL**

Wednesday evening, I held another great conversation with Oregonians from across the district. We discussed Israel, the border crisis, my work to address tolling, Measure 110, health care, and much more. Thank you to the thousands of constituents who joined!

As promised, here are the results from the three poll questions that I asked:







### **JOINING A BIPARTISAN EFFORT TO PROTECT STATES' CANNABIS POLICIES**

I joined a bipartisan group of my colleagues to introduce the STATES Act this week. Our bipartisan proposal seeks to ensure every state has the right to determine the best approach to cannabis within its borders.

As more and more states have adopted their own laws regarding cannabis legalization, it's more important than ever to create a safe and professional environment for one of the fastest-growing industries. By recognizing state cannabis laws at the federal level, we can help bring certainty and safety to businesses and communities.

Learn more about the specifics of the STATES Act:



## CHAVEZ-DEREMER, COLLEAGUES INTRODUCE LEGISLATION TO PROTECT STATES' CANNABIS POLICIES

December 7, 2023

### YEAR IN REVIEW: SECURING KEY INVESTMENT FOR OREGON VETERANS

In my newsletters this month, I'll be highlighting some legislative milestones from the past year. I'm proud of what we've been able to accomplish in these last 11 months, and we're just getting started!

This summer, I helped lead an effort to authorize funding for several VA medical facilities across the country. The bipartisan legislation, which has been signed into law by President Biden, included a \$523 million authorization for the Portland VA to construct a new specialty care facility and make other needed improvements.

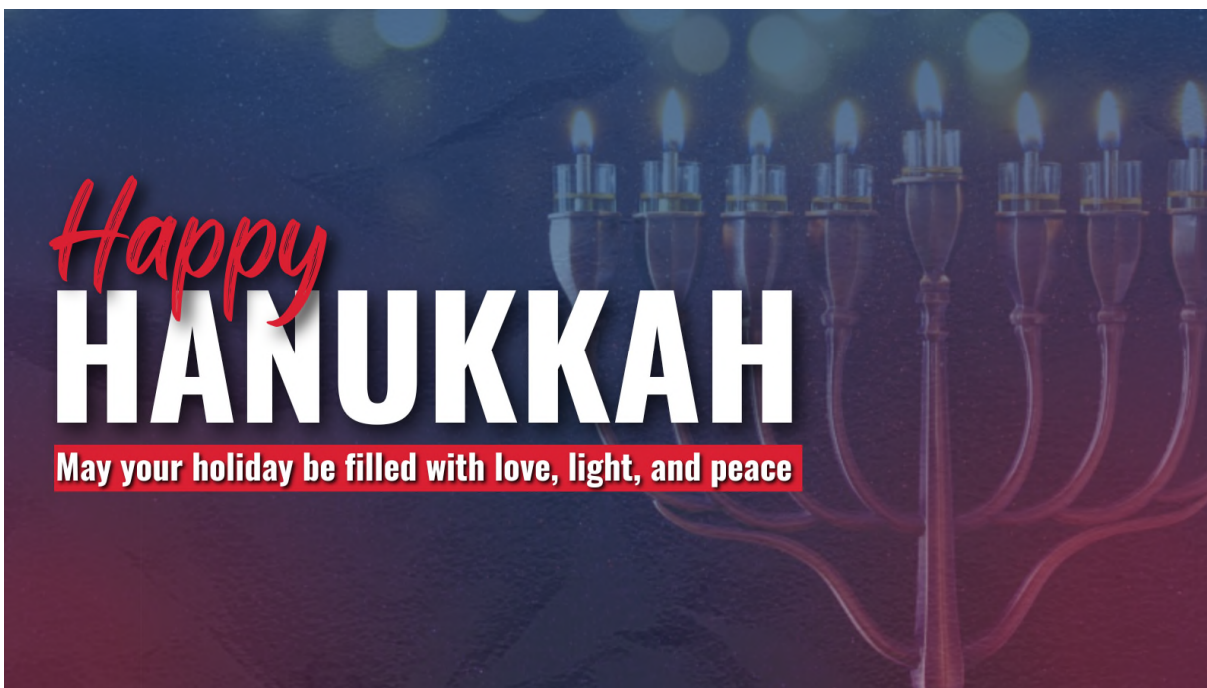
Learn more about my proposal by clicking on the graphic below:



### ONE MORE THING!

Wishing my Jewish friends and neighbors a happy, peaceful, and love-filled Hanukkah!





Thank you for reading my weekly newsletter. It's an honor to be your voice in the U.S. House of Representatives. Your thoughts, concerns, and comments are very important to me. Always feel free to get in touch by calling (202) 225-5711 or by visiting my website at [chavez-deremer.house.gov](http://chavez-deremer.house.gov).

Sincerely,

A handwritten signature in blue ink that reads "Lori Chavez-DeRemer".

Congresswoman Lori Chavez-DeRemer

---

[Contact Me](#)

**Washington, D.C. Office**

1722 Longworth House  
Office Building  
Washington, D.C. 20515  
Phone: (202) 225-5711

**Oregon City Office**

621 High Street  
Oregon City, OR 97045  
Phone: (503) 387-8651

**Redmond District Office**

2757 NW 7th Street  
Suite D  
Redmond, OR 97756  
Phone: (541) 604-3141

## 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

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. *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

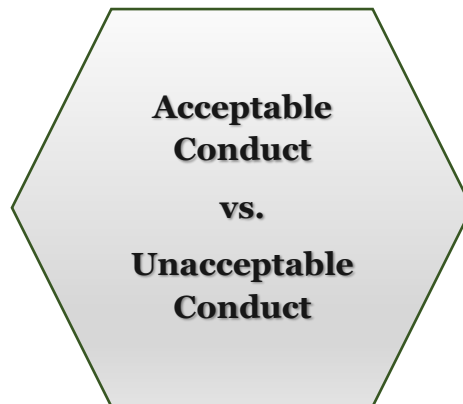
- 4. Implement & Execute
- 5. Review Outcomes

## **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



### **Decision Making**

- |                      |                            |
|----------------------|----------------------------|
| 1. General Liability | 6. Need or Want            |
| 2. Legal Implication | 7. Political Lift or Will  |
| 3. Legality          | 8. Support or Lack of      |
| 4. Precedence        | 9. Resource Management     |
| 5. Staff Capacity    | 10. Community Implications |

## MONTH END FINANCIAL RECAP

		NOVEMBER 2023					
		REVENUE	EXPENDITURES	YTD	%	Unexpended	
1	GENERAL	\$ 940,830.08	\$ 125,757.74	\$ 1,619,050.94	35.39%	\$ 2,955,956.06	1
2	WATER	\$ 48,352.47	\$ 25,927.93	\$ 257,593.01	18.20%	\$ 1,158,056.99	2
3	SEWER	\$ 43,033.43	\$ 20,125.12	\$ 150,902.25	15.76%	\$ 806,687.75	3
4	STREETS	\$ 16,424.85	\$ 14,141.16	\$ 91,212.43	26.13%	\$ 257,922.57	4
5	WATER BOND	\$ 424.63	\$ -	\$ 33,272.73	53.67%	\$ 28,717.27	5
6	SEWER BOND	\$ 890.78	\$ 20,089.39	\$ 221,741.63	49.94%	\$ 222,258.37	6
7	SEWER DEBT FEE	\$ 12,510.23	\$ -	\$ 60,820.46	45.05%	\$ -	7
8	BUILDING & EQUIPMENT	\$ 722.19	\$ -	\$ -	0.00%	\$ 188,800.00	8
9	WATER RESERVE	\$ 2,671.48	\$ -	\$ -	0.00%	\$ 175,300.00	9
10	HOUSING REHAB	\$ 876.38	\$ -	\$ -	0.00%	\$ 222,000.00	10
11	WATER SDC	\$ 888.14	\$ -	\$ -	0.00%	\$ 241,960.00	11
12	SEWER SDC	\$ 2,925.45	\$ -	\$ -	0.00%	\$ 758,500.00	12
13	STORMWATER SDC	\$ 1,080.16	\$ -	\$ -	0.00%	\$ 277,575.00	13
14	BIKEWAY/PATHS	\$ 356.07	\$ -	\$ -	0.00%	\$ 63,730.00	14
15	LIBRARY TRUST	\$ 30.22	\$ -	\$ -	0.00%	\$ 7,650.00	15
16	CEMETERY	\$ 32.90	\$ -	\$ -	0.00%	\$ 9,040.00	16
17	TRANSIENT ROOM TX	\$ -	\$ -	\$ -	0.00%	\$ -	17
18	SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19	LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 9,985.00	19
20	COMMUNITY PROJECTS	\$ 340.28	\$ -	\$ 9,023.00	11.99%	\$ 66,227.00	20
		\$ 1,072,389.74	\$ 206,041.34	\$ 2,382,795.99			

Key Bank Account	
<i>General Checking</i>	\$ 83,316.25
<b>Oregon State Treasury</b>	\$ 5,726,666.30
<i>Community Improvements</i>	\$ 176.54
<i>Project Escrow Holding</i>	\$ 76,252.49
<i>Project Holding Acct #2</i>	\$ 54,320.47
<i>CLRC Renovation Acct</i>	\$ 611,951.63
<b>TOTAL OST / LGIP</b>	<b>\$ 6,469,367.43</b>

2023-2024	YTD	% of Total
Appropriated	\$ 7,450,366.01	24.23%

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
<b>Total</b>	<b>\$ 352,427.00</b>

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

**Previous Month Court Revenue      \$352.99**