



CITY OF BROWNSVILLE

Council Meeting

Tuesday – November 22nd, 2016

Regular Session 7:00 p.m.

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CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, November 22nd, 2016

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: October 25th, 2016
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Total Maximum Daily Load (TMDL) Update
 - B. Future Capital Improvements Planning – Part II
 - C. Chenoweth Robertson – Brownsville Community Foundation
 - D. Marc Nelson – Linn County Sheriff's Office Contract
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administration
 - D. Library
 - E. Court
 - F. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)

This Agenda is a list of the subjects anticipated to be considered at the meeting, but the Council may consider additional subjects as well. The location of the meeting is accessible to physically challenged individuals. Should special accommodations be needed, please notify City Administrator S. Scott McDowell at (541) 466-5880 in advance. Thank You.



- ✱ 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 2016.20: Certifying Election Results**

10) ACTION ITEMS:

- A. Marijuana Tax Collection IGA Option
- B. Brownsville Senior Center MOU
- C. Chamber of Commerce MOU
- D. Alyrica & Fiber Optic Internet

11) DISCUSSION ITEMS:

- A. Canal Company Update
- B. LOC Councilor Basic Training
- C. October Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) EXECUTIVE SESSION

- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke Section (i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing
- Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except

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to state the general subject of the session as previously announced. No decision may be made in executive session.

- ▶ A final decision may be made after this Session.

14) ADJOURN

This Agenda is a list of the subjects anticipated to be considered at the meeting, but the Council may consider additional subjects as well. The location of the meeting is accessible to physically challenged individuals. Should special accommodations be needed, please notify City Administrator S. Scott McDowell at (541) 466-5880 in advance. Thank You.



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October 25th, 2016

ROLL CALL: Mayor Don Ware called the meeting to order at 7:00 p.m. with Councilors Neddeau, Gerber, Shepherd, Van Sandt, Cole, and Chambers present. Public Works Superintendent Karl Frink, Administrative Assistant Tammi Morrow and City Administrator Scott McDowell were also present.

PUBLIC: Doug Block, Kim Clayton, Tricia Thompson, John Morrison, Greg Klein (LCSO), Marilyn Grimes, Elizabeth Coleman, Jannea Deaver, Allen Buzzard, June Schlosser, Kaye Fox, Patty Linn (*The Times*), Sally Lockhart, Elizabeth Swartzendruber, Jordan Parrish, Leon Carson and Jim Hagan.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell informed Council that Marc Nelson was unable to be present resulting in being removed from the agenda. Also, Jim Hagan would like to be moved to the front of the agenda.

MINUTES: *Councilor Cole made a motion to approve the September 27th, 2016 meeting minutes with the following corrections: she would like a list of social services resources available on the City web site and this information to be handed out when posting nuisances when appropriate. Councilor Chambers seconded the motion, and it passed unanimously.*

Councilor Van Sandt wanted to clarify that she may have said, but did not mean, what was published in the minutes from last Council meeting about RV's. Councilor Van Sandt does not think that the City needs to make sure that everyone has a place to live.

PUBLIC HEARINGS OR PRESENTATIONS:

Future Capital Improvements Planning – Part I – Mr. McDowell and Mr. Frink presented a slideshow on future capital improvements planning. They are not trying to ring the warning bell for Council, but this is a critical part of their role as community leaders. It is imperative to be strategic in planning as well as to know what issues the City is facing, and to be aware of the financial impacts these tremendous needs will have should the services they provide be continued into the future. The slideshow will give just a brief overview. It is important to note that over the past ten years, through shrewd organizational management, the Treasury has been built from \$1.8 million to \$4.3 million, and the City has self-funded and completed more than \$3.3 million in projects. It is essential to celebrate the victories and the positives, but there is a lot of work yet to be done; this slideshow is just to raise awareness of those issues.

Sources for the presentation include CIS, Staff, Staff reports such as the 2008 Capital Improvements Plan, the annual City Prospectus and other records. Competing priorities and considerations include storm drainage, streets, PW personnel, community kitchen, internet capacity, E-books, records storage, tech needs, sidewalks, video camera security, croquet court, disc golf, skate park, Emergency Planning Committee, dog park, and a community theatre, just to name a few. Mr. Frink stated that this slide shows a number of issues that the City Staff deals with all the time. It is hard to set priorities as the needs are so high. For example, the budget reflects about \$100,000 each year for streets. This figure does not even come close to covering all the City's needs or desires. The figure also does not include sidewalks. Unfortunately, according to Frink, the City does not have the luxury of budgeting both projects.



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The next slide discussed was areas of interest. McDowell reminded Council that 33% of the General Fund budget goes for Municipal Court and the Law Enforcement Agreement with the Linn County Sheriff's Office. Facilities and programs to be maintained include the City Shop, City Hall, Library, Central Linn Recreation Center, the downtown restroom on Spaulding Avenue and Pioneer Park which includes the pavilion and dance hall, stage, community arts building, flower building, and park rest rooms. Other potential impacts and needs for the General Fund include the Canal Company and Mill Race, cemetery land, future historic structures, future land investments, and bond issue considerations. Mr. Frink stated that as an example, the cemetery is basically full now. There is potential expansion, if the land should be donated. However, this gift would come at a high price as the land would have to be logged off, stumps removed, the property graphed out/surveyed. It would take a substantial amount of funding just to make it a usable cemetery. Then maintenance costs would need to be considered as well. Realistically, we don't have enough staff now to take care of what we have. McDowell discussed the age and condition of the buildings in Pioneer Park and the basic costs of roofing, seismic retrofitting and the like are considerable investments in these assets. Frink stated the Library has new carpet, new heating units, and a roof replacement scheduled for this year. These are pretty big expenses, and they are ongoing expenditures that need to be considered and continually maintained.

The next areas of interest slide talked about other utility operations and maintenance needs that include the north wastewater facility, south wastewater facility, wastewater collection lines, water distribution lines, reservoirs, and the water treatment plant which includes filter maintenance, process maintenance, computerization, and the green building. Future requirements will be assessing future capital improvement costs and implications, water rights capacity, and future regulations. Also to consider would be ongoing training and certifications requirements, engineering and planning, general operations and optimization. Mr. Frink stated that there is a continuing need for utility expansion in the next 5 - 10 years which will cost millions of dollars. Filter maintenance was \$60,000 to rebuild (sand replacement), it needs to be done every 10 years, and there are three filters. The plants are computerized and electronic. Updates are quite expensive. The City just spent \$45,000 to reprogram the water plant; trying to keep up with technology. McDowell stated that 45% of our sewer lines are at the end of their life. Frink stated that the smaller reservoir is ten years past its useful life, and storage capacity will need to be increased. The Budget Committee & Council have decided to include the new reservoir into a future bond measure. Public Works Superintendent Karl Frink projects the cost of a new reservoir to be upwards of \$1.5M. New facilities do require maintenance and care as well. Electronic surges can take out equipment just like what happened to the WWTP's in 2009.

External challenges to keep in mind are federal regulations (unfunded mandates) including Safe Drinking Water Act (OHA), Clean Water Act (DEQ), Total maximum Daily Load (TMDL), Water of the Untied State (WOTUS), FEMA pending changes, and the Affordable Health Care Act to name a few. State regulations include OWRD and Water Rights (Interest Groups), DLCD and process implications, recreational immunity impact, State Revenue Sharing, and the current and future tax structure. Municipal operation considerations include current and future policy implications on local resources, and general operations. Mr. Frink stated that the rules and regulations were simple when he started nearly 25 years ago; they are 20-30 times worse now. Frink stated that the water plant runs about 23 hours a day. McDowell stated that special interest groups have sued the State of Oregon and have won certain considerations that will cause major dollars to be spent complying with new rules that do not make sense. They are trying to limit our future water use. This limitation is threatening our ability to grow, and with no growth, there is no adequate tax base to pay for these expenses.

McDowell then showed valuation slides for city buildings and the park. Replacement costs were discussed for sand filters, reservoirs, water plant and the green



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shop. Securing future water rights and protecting current water rights is imperative to the City's continuing health and well being.

The presentation concluded with services and history. Discussion included the impact of accepting gifts, building community amenities, creating desirable conditions, operations and maintenance, capital repairs and replacement. The City's bonding ability is limited going forward. Right now the City could probably borrow \$2.5 million, and that amount will not go far based on the number of assets that City has acquired over time.

Overall, the next question is now what? Future planning will continue to be a balancing act as funding is low and requirements are great. McDowell stated that there are many challenges ahead, but don't panic, more conversations will need to be had for this formidable task. As a new Council is seated in January, Council goals will need to be examined and prioritized.

Jim Hagan – Leash Law Request. Jim Hagan, Calapooia Avenue, was present to appeal to Council to consider an amendment to the Leash Law that would allow electronic leashes to be used. He uses such a device for his dog, and it has always kept his dog within his control. He is asking Council to change the ordinance to allow the use of this type of electronic leash.

DEPARTMENT REPORTS:

1. **Sheriff's Report.** LCSO Sgt. Klein reported that they spent 220 contract hours in September for the City, resulting in 3 traffic citations, 25 warnings, and 29 hours of traffic enforcement overall. A new Deputy, Greg Newman, has been assigned to Brownsville for the last month. He made a juvenile arrest last night for one or more of the burglaries that have recently transpired in town. It is an ongoing investigation, so information is limited at this time. Klein reported that Captain Gilford is adjusting schedules and dedicating 4 hours of overtime to try to help out with the traffic situation. Sgt. Klein then introduced Deputy Newman to Council. Deputy Newman stated that he had made another arrest tonight. He believes that there are 3 juveniles and one 21 year-old adult involved with these crimes.
2. **Public Works.** Mr. Frink reported that on October 13th, 2016, they switched water sources from the Calapooia River. The timing was good as a big storm came in shortly thereafter which muddied the water dramatically. Generators were serviced today, all are operating properly. A dead tree on Spaulding was removed. The street painter is probably not going to be able to paint striping this fall due to weather. Road grading has begun as well as maintenance and grounds keeping in the Park. As weather permits, the road by the river will be removed and replaced with grass. Work on the red shed is complete; we are waiting on the garage doors ordered from Lowe's. All heating units in city buildings were serviced, and a heating unit in the Rec Center was replaced. The gutters at the Library were cleaned. Mr. Frink and Andy Day are scheduled to attend a pesticide conference in Springfield for recertification. Frink stated that with the recent heavy rains the river came up 4 – 4 ½ feet overnight.
3. **Administrator's Report.** Mr. McDowell reported that the Chamber hosted a candidate's forum on October 20th, 2016. McDowell would like to revisit one item for clarification that was discussed, the Kirk Avenue paving project. The City approached the County about 15 years ago regarding the possibility of adding Kirk Avenue to their inventory. At that time, the County was considering this major project. In the recent past, 2010, the City did receive a transportation grant that beautified the south side of town with lighting, trees, etc. The County was a financial partner and stakeholder in that grant. The County Commissioners have



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also recently shored up the Veterans home in Lebanon as well as spending funds on public safety through the Linn County Sheriff's Office. Kirk Avenue is not necessarily at the top of their priority list. Timing is important, and the City will lobby for this improvement when prudent.

The Kirk Avenue project would be quite difficult for the City to take on alone due to the sheer cost of such an improvement. Cost estimates are difficult to determine until the County Engineer designs the project, however, the initial discussion was \$2.2M. The City will have many necessary improvements such as storm drainage, hydrants, water lines, manholes, etc. There are also right of way issues, and agreements will need to be made with property owners from Main Street clear down to 382 Kirk Avenue. A LID (Local Improvement District) could be formed and the cost of the project would be assessed to the folks living along Kirk Avenue. It would likely double tax bills for up to ten years and could be as high as \$29,000 per property depending on the scope of the project.

Once the road is paved, there is also the consideration of the increase of speeds along this thoroughfare. With a newly improved roadway, property valuations may go up, which could in turn mean higher taxes. Higher taxes are good for the City, but can be a hardship for property owners. It is a complex issue for sure.

Community development pieces encompass weed enforcement, capital improvements, etc. In regards to the RV issues from September, it is important for Council to remember that Staff has worked with most of the folks for a long period of time, in one case over 2 1/2 years. Staff shields Council at every opportunity. We are the ones that take the heat from the neighbors that can't sell their house because of the condition of these violators, among many other issues.

The Central Linn Elementary School is conducting some mold and air quality testing, and may be in need of additional classroom space. McDowell stated that the Kirk Room, Community Room, and the Rec Center would be most conducive. The City will keep Fisher Hall open and available for other groups needing to rent space. *Councilor Gerber made a motion to authorize Mr. McDowell to provide CLES room as needed. Councilor Cole seconded the motion, and it was unanimous.*

McDowell stated that we, as a small town, often have a difficult time with perception, misinformation and disinformation. Recently the issue of campaign signs came up again. The City has historically chosen not to enforce certain kinds of signs out of the right-of-way. This non-enforcement helps many of the businesses and non-profit groups by allowing them to advertise on sandwich boards all over town. Some candidates have elected to put their signs in the ROW for the upcoming election. Darrin Lane, Linn County Roadmaster, stated that the County does not generally remove the signs unless they are obstructing a view. Lynn Detering, ODOT, said that the State does not allow any type of advertising in the ROW. Signs in those locations could be removed, and candidates should be advised to place their signs in a safer location. City Hall and Public Works have never asked for signs to be moved. If signs are up for more than 2 weeks after an election, a call may be placed.

4. **Library Report.** No comments.
5. **Court Report.** No comments.
6. **Council Comments.** No comments.
7. **Citizen Comments.** No comments.



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LEGISLATIVE:

1. **First Rate Roofing Proclamation** – Mayor Don Ware declared he would be signing a proclamation for First Rate Roofing's new building. Councilor Cole added that the McManus's asked for the Historical Review Board's input on the design of their new building, so they could stay in keeping with the historical feel of downtown. Their compliance is greatly appreciated.

ACTION ITEMS:

1. **Official Appointments.** *Councilor Gerber made a motion to approve the following appointments: Kaye Fox, Budget Committee, Gary Compton, Planning Commission, J. David Erickson, Mandy Cole, and Tricia Thompson, Historic Review Board, and Patty Linn to the Parks & Open Space Advisory Board (POSAB), and also to approve Staff's recommendation of Sarah Glenn to the POSAB to fill Joanne Neddeau's vacancy. Councilor Van Sandt seconded the motion, and it was approved unanimously.*
2. **2017 Council Schedule.** *Councilor Cole made a motion to approve the 2017 Council Schedule as presented. Councilor Chambers seconded the motion, and it passed unanimously.*
3. **Brownsville Senior Center MOU.** *McDowell stated that it is time to review/renew the Memorandum of Understanding with the Brownsville Senior Center. Councilor Gerber authorized McDowell to negotiate with the Senior Center for any changes to the MOU and bring it back for Council approval. Councilor Van Sandt seconded the motion. Discussion was called for. Councilor Shepherd stated that it might be a good time to start stepping down the amount, like Council did with the Brownsville Art Association agreement. Councilor Cole would like to stay with the \$600 and use broader language so that they could use the funds for whatever they needed. Councilor Van Sandt likes a rounder number, like \$500, because it all adds up. A vote was called for to send McDowell forward to negotiate with the Senior Center and the motion passed unanimously.*
4. **Chamber of Commerce MOU.** *McDowell stated that it is time to review/renew the Memorandum of Understanding with the Chamber of Commerce. McDowell recently met with Chamber President John Morrison and several items were discussed. Bryan Wyant would like to donate the Tree House he built for the *Stand by Me* celebration in July. McDowell encourages Council to say no thank you, as the City is then responsible for maintaining it, moving it, etc. Another ever bigger issue is recreational immunity. There needs to be language written into the MOU regarding recreational immunity to allow for maximum flexibility as changes will surely be coming from CIS. Councilor Gerber stated that in recent case law in Oregon, a city and city officials were sued due to an occurrence in a Portland park. Cities used to have immunity for these types of claims, and that seems to no longer be the case. Due to this immunity being eroded, the City's liability risk is rising at a great pace. Councilor Cole inquired what kind of time frame is needed to help with the Chamber events. Mr. McDowell responded that it can easily be 10-15*



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hours a week for office staff; it is really dependent on the event. For example, Mrs. Morrow helped set up and clean up with the Candidate's Forum, and Mr. McDowell helped with language for candidate questions, which required a couple of hours of time from each of them. Councilor Cole thinks that it is important to think about the cost of partnering with some of these groups. This is an important partnership because it does help the community and local businesses, but it is a real cost, and will continue to be. Mr. Morrison stated that he has always had good cooperation with the City and that it is much appreciated. The Chamber has discussed having a FAQ area on their website for commonly asked questions that might alleviate phone calls generated to the City. *Councilor Shepherd made a motion to authorize Mr. McDowell to negotiate this MOU. Councilor Gerber seconded the motion, and it passed unanimously.*

DISCUSSION ITEMS:

1. **Canal Company Update.** McDowell reported that there is nothing to report. They are reviewing options with their attorney at this time.
2. **September Financials.** Mayor Don Ware remarked that he appreciates getting this report each month.

CITIZENS COMMENTS – No comments.

COUNCIL COMMENTS – Councilor Van Sandt asked if there was anything new happening on the EPC. McDowell reported that Staff is working with Norman Simms. The County is holding a meeting in November that we may try to attend. Mayor Don Ware stated that he and McDowell have met with others regarding the LCSO issues and that there will be more information available at a later date. Councilor Cole remarked that there seem to be a number of cars and people hanging around the library after hours to take advantage of the Wi-Fi. It could be construed as an attractive nuisance after business hours. Councilor Van Sandt thanked McDowell for providing the Peter DeFazio letter.

ADJOURNMENT: *Councilor Shepherd moved to adjourn at 8:30 p.m. Councilor Van Sandt seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

November 22nd, 2016

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

One liner of the month:

😊 I have told you a million times not to exaggerate! 😊

Note: The most important section is the first one because it provides information and a brief overview of the topics to be discussed the night of Council. If an item title is **highlighted in green**, that indicates that it is part of Council Goals that are on the Council room wall or in the City budget. When you see this symbol ☐ by a topic, it means that I will talk more about it at the meeting.

"Many of life's failures are people who did not realize
how close they were to success when they gave up."
~ Thomas Edison

"Knowing what must be done does away with fear."
~ Rosa Parks

"If you would be a seeker after truth, it is necessary that
at least once in your life you doubt, as far as possible, all things."
~ Rene Descartes, Philosopher



Rosa Parks

AGENDA ITEMS DISCUSSION – The following items follow the order of the Agenda

6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. **Total Maximum Daily Load (TMDL) Update** – Staff will give a presentation about the requirements of the TMDL being actively implemented by the State of Oregon. Staff will cover recent updates to the program and what it means to the taxpayers/ratepayers of the City of Brownsville and beyond.
- B. **Future Capital Improvements Planning (Part II)** – Staff will continue the presentation from last month regarding challenges facing the entire organization. The City has many community assets that will need care and attention in the near future to continue the current service level. Staff will be reviewing what those future needs look like and how best to address these challenges.
- C. **Chenoweth Robertson: Brownsville Community Foundation** – Enclosed in the agenda packet is an explanatory letter from Ms. Robertson.





City Administrator Report

- D. Marc Nelson: Linn County Sheriff's Office Contract** – Mr. Marc Nelson would like to address some of the shortcomings of the current LCSO contract and associated issues.

9) LEGISLATIVE:

- A. Resolution 2016.20: Certifying Election Results** – I will place this piece of legislation on the Council's desk as soon as the Linn County Clerk's Office officially certifies final results.

10) ACTION ITEMS:

- A. Marijuana Tax Collection IGA Option** – The State is offering an agreement that would allow the State to collect marijuana tax on behalf of the City. The agreement is a fairly lengthy document. Overall, it may be in the best interest of the City to enter into this agreement.



What is Council being asked to do?

Appoint the Mayor and another Councilor to review this agreement with McDowell and allow the group to determine if the agreement should be accepted and executed. Provide authorization to Mayor Ware and City Administrator Scott McDowell to sign the documents contingent on the findings of the review.

- B. Brownsville Senior Center MOU** – President Marilee Frazier reviewed the agreement with the Senior Center Board. The Senior Center provides a lot of support to the Chamber of Commerce and other civic organizations who have events that welcome visitors to town. President Frazier liked the idea of general purpose support as has been practiced the last two years of the agreement. The organization would greatly appreciate the continued partnership as articulated in the MOU included as part of the agenda packet.

What is Council being asked to do?

The agreement included in the agenda packet is the final version for Council's consideration. Council should decide to pass the MOU as is or modify as Council deems necessary.

- C. Brownsville Chamber of Commerce MOU** – Staff met with the Chamber Executive Board to explain the implications of Recreational Immunity and the purpose of the MOU. I also explained the gift of the *Stand by Me* Tree House being offered by Mr. Bryan Wyant. The Board asked me to talk over the disposition of the tree house with Mr. Wyant. The Board was not interested in owning the tree house as an asset due to the liability involved in such ownership. The Board was in favor of language that allowed the City flexibility with regards to Recreational Immunity.

What is Council being asked to do?

The agreement included in the agenda packet is the final version for Council's consideration. Council should decide to pass the MOU as is or modify as Council deems necessary. Chamber President John Morrison plans on being present for any questions.

Footnote – Mr. Wyant and the Chamber have reached agreement on the tree house. Mr. Wyant simply requested assistance with moving the unit when it is needed. Mr. Wyant has offered to store the tree house on his property. The Brownsville Art Association will be using the tree house for a Santa shack during the holidays.



City Administrator Report

- D. Alyrica Internet** – The City received an inquiry from Mr. Adam Skaer about possibly installing a fiber optic system in Brownsville. Alyrica is an internet service provider based in Philomath, Oregon. Alyrica is currently installing a fiber optic system in the City of Halsey. Mr. Skaer indicated that they will complete Halsey's system in a year or two. Alyrica would like to know what Brownsville residents think about the possibility of having access to a fiber-optic communications service.



Broadband Internet is a term that refers to internet service technologies. Technologies include the following service delivery methods to the end user, a) cable, b) digital subscriber line (DSL), c) fiber and d) satellite. The most desirable, dependable and fastest of these broadband services is a fiber-optic communications system; it is also the most expensive. Currently, Centurylink and Peak Internet offer DSL in Brownsville.

Alyrica is interested in obtaining general thoughts from citizens about their willingness to pay for this type of service. They have requested that Council do an informal polling of the residents through word of mouth to gauge interest. If the interest feels high enough, they are willing to do a survey of local residents to determine market conditions for this service. I have asked for the associated costs for providing such a service.

Professional Opinion – The City of Brownsville needs to have the most cutting edge technology to be competitive with other communities in Oregon. Internet service, if it isn't already, is as important as water & sewer utilities in ensuring a healthy, thriving community. Residents can operate businesses, look for jobs and further their education, among many other possibilities, with the best technological services.

11) DISCUSSION ITEMS:

- A. Canal Company Update** ☒ – I will provide a brief review and update of the issues to Council on Tuesday evening provided I have conversation with Canal Company President John Holbrook.

From 09.27.2016: Council authorized the City Administrator to put together an agreement to be reviewed by the City Attorney at the last Council meeting. The City received the initial review from City Attorney Ross Williamson after Labor Day. Staff will give a brief update and revised timeline for future discussion. Below are some of the passages from past agenda packets:

From 06.28.2016: I will be hosting a conversation with the Canal Company Committee in July. The Committee consists of John Holbrook, Gary Shepherd, Mandy Cole, Kaye Fox and Nathan Mickelwright. The discussion will include how the City and the Canal Company may work together toward collection of dues, implementing certain requirements and executing maintenance of the canal.

From 05.24.2016: The Canal Company met on May 9th, 2016 at 7:00 p.m. in Council Chambers. Mr. John Holbrook was re-elected as President. Mr. Gary Shepherd was re-elected as Vice-President and Ms. Cindy Clark was re-elected as Secretary/Treasurer. Mrs. Fox discussed the basic themes she shared with Council at the last meeting. I explained Council's position. The outcome of the conversation was that a committee of the Canal Company was formed to further investigate the concept that has been discussed for several years. The committee will be meeting initially in June. The Canal Company set a follow-up meeting to be held in September with everyone. The Canal Company went from an umbrella insurance policy of \$2 M to \$1 M due to costs.



City Administrator Report

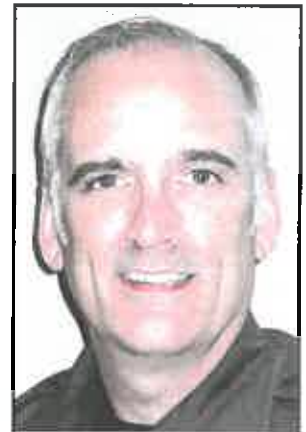
- B. LOC Councilor Training** – The League of Oregon Cities (LOC) is holding their annual “Elected Essentials” training course for elected officials in Lebanon on January 25th, 2016. Councilor Cole would like to speak to this opportunity. The training session is free to members of LOC.



C. October Financials

NEW INFORMATION – Notable situations that have developed after the last Council meeting

- ▶ *Attended Municipal Court for the Garrison case.*
- ▶ *Mayor Ware & I attended a couple of meetings as directed by Council.*
- ▶ *Presented the RLED proposal on behalf of the Go Team and Ford Family Foundation.*
- ▶ *Dealt with a ransomware attack.*
- ▶ *Prepare articles for The Times.*
- ▶ *Attended the Chamber of Commerce’s Executive Board meeting.*
- ▶ *Public Works Superintendent Karl Frink and I were the featured speakers at the Chamber of Commerce meeting.*
- ▶ *Administrative Assistant Elizabeth Coleman and I attended a TMDL meeting in Harrisburg.*
- ▶ *Represented the City at the BWCMF check presentation at CLHS.*
- ▶ *Worked with the LCSO to follow-up on citations regarding RV’s and other issues.*
- ▶ *Received a summons to appear in Circuit Court in a matter involving the City.*
- ▶ *Attended the City of Scio’s Council meeting to present the RLED Proposal.*
- ▶ *Public Works Superintendent Karl Frink and I conducted an inspection of the Rec Center.*
- ▶ *Hired Westech Engineering to review the NPDES permit on behalf of the City.*
- ▶ *Worked with Librarian Sherri Lemhouse on the Library computer issues.*
- ▶ *Administrative Assistant Tammi Morrow and I met with the EPC contingent.*
- ▶ *Worked on an expanded MOU with the Eugene Kennel Club.*
- ▶ *Administrative Assistant Elizabeth Coleman and I met with Dave Kinney to discuss expansion of the UGB and the details involved in conducting a land use inventory among other items.*



Sheriff Bruce Riley

HAPPENINGS

Library Computer Crash – Librarian Sherri Lemhouse has been wrought with computer issues over the last few weeks. Mrs. Lemhouse did a commendable job getting the Library back on track as quickly as possible. The City is attempting to enter into an agreement with Cascade West Council of Governments to assess the current interconnectivity of the computers, to make much needed improvements to the network.

CLSD Evacuation Averted – Central Linn Superintendent Brian Gardner sent me a text message letting me know that the Central Linn Elementary School was negative for harmful mold and mildew. Mr. Gardner wanted me to extend his appreciation for the City’s offer of assistance.



City Administrator Report

Linn County Engineer Chuck Knoll & Washburn/Gap Road – Council asked Staff to request a speed study for Washburn Street due to a petition that was sent to Council by Mr. Joe Ervin. Mr. Knoll indicated that the only thing that will immediately help the situation is traffic patrol. I did indicate to Mr. Knoll that Council has been urging the Sheriff's Office to patrol this and other areas in town as we are continuing to experience a lot of citizen complaints regarding the lack of traffic enforcement. Mr. Knoll indicated that there are really no other 'traffic calming devices' that can be installed that would help this situation. Mr. Knoll asked if there were any pending improvements to the road by any private developments. I indicated that there were no plans pending or even presented to the City for this area. Mr. Knoll suggested that a turnabout could be installed if a large subdivision was being developed, as an example. Mr. Knoll indicated that he would discuss this issue further with Linn County Road Master Darrin Lane.



I feel that the City's only option on this matter is to continue to ask the Sheriff's Office for traffic patrol in this and other areas.

Jim Hagan Electronic Leash Request – At the last Council meeting, Mr. Hagan requested Council review the Leash Law. Mr. Hagan was interested in Council allowing the use of electronic devices to restrain dogs. Staff would like to know how Council would like to proceed.

What is Council being asked to do?

Does Council want to reconsider the Leash Law? Does Council want Staff to send Mr. Hagan a letter indicating that the Leash Law will stand as written? Other?

Ransomware Attack – Mr. Vance Parrish of *The Times* asked me to write an article for the paper about the City's recent attack. Below is the article:

Ransomware is a serious threat to anyone who does personal or business computing which let's face it, in this day and age, it's nearly all of us. Information from the FBI and Fedscoop report that there are roughly 4,000 ransomware attacks per day. Ransomware attacks continue to grow in sophistication to look like and mimic pop-ups from legitimate sources as well as being embedded in e-mails. Recently, the City of Brownsville was victimized by an attack. Fortunately, in the City's case, Staff was able to localize the attack to one computer. Staff was then able to determine that the attack was the Nemucod Trojan Ransomware that actually had a reversing program. Upon completing the reversal, the computer was returned to service. The City lost eight hours making the repair to the computer and a sleepless night or two was experienced along the way.

The City does carry cyber insurance, but for a situation like the one illustrated above the City would never meet the deductible. The City of Sweet Home suffered a major ransomware attack earlier this year and did not fare as well as Brownsville. In their situation, the ransomware spread through their entire computer system causing massive time loss and required new computers. Last week Madison County, Indiana reported a ransomware attack. Madison County Commissioners decided to pay the ransom to restore their files. All of their operations came grinding to a halt due to the attack. The FBI encourages people not to pay! There are no guarantees that the system will be restored and that the ransomware won't be used again in the future to exact more money.

Basically, ransomware hi-jacks your files and databases by changing the extension files effectively locking them from your use; including photos, songs and other media you may have on your computer. They claim they are the only ones who can restore your files and they give you a specific time frame to



City Administrator Report

make your payment using Bitcoin. I suggest looking at the FBI's website to learn about how to protect your computers and operation from this kind of cyber-crime. Good luck!

Brownsville Chamber of Commerce Speech – Public Works Superintendent Karl Frink and I presented the presentation from last Council meeting entitled, “The Future” which was a quick look at the City’s capital infrastructure needs along with a review of external challenges that could cause major expenditures in the future. The presentation was well received and generated several conversations after the meeting. I also presented information about the Rural Linn Economic Development (RLED) proposal and discussed the upcoming forum/summit which will be held in Lebanon on November 17th, 2016.



Go Team Results ☑ – I will have an oral report.

Canal Company Conversations ☑ – The leadership of the Canal Company continue to explore their legal options.

Active: Emergency Preparedness Committee (EPC) Meeting Update – Administrative Assistant Tammi Morrow and I met with Norman Simms, Marilee Frazier and Kneil Stucky to work toward a presentation for Council at the December 2016 meeting. Below is the gist of the EPC discussion and direction:

1. Discuss Realistic Expectations
 - a. Define the Committee’s role
 - i. Public Awareness
 - ii. Electronic Material
 - iii. Printed Material
 - iv. Quarterly Letters
 - b. What the City is not interested in promoting
 - i. Fear
 - ii. Unrealistic Eventualities
 1. Nuclear Attack
 2. Zombie Apocalypse
 - iii. Unrealistic Expenditures
 1. Purchasing Generators for Private Businesses
 2. Constructing Cell Phone Towers
 3. Buying Supplies for Individuals
 4. Buying Supplies for ‘Rainy Day’
 5. Writing Plans for Utilities
2. Individual & Family Readiness
 - a. Demonstrations
 - i. School Talks
 - ii. Event(s) Opportunities
 - iii. Open Houses
 - b. Prep Materials Available
 - c. Create Inventory for Public Materials
3. Develop Partnerships
 - a. Personnel Availability





City Administrator Report

- i. Retired Skilled Labor
 - ii. Other Skilled Labor Opportunities
- b. Materials & Supplies
 - i. Developing Inventory
 - ii. Creating Agreements for Future Needs
- c. Mass Gathering Locations
 - i. Churches
 - ii. City Buildings
 - iii. Fire Buildings
 - iv. School Buildings
- 4. EPC Organizational Development
 - a. Create Quarterly Meeting Schedule
 - b. Councilors – NIMS Training
 - c. Working with Linn County Emergency Preparedness

GOAL: Increase Public Awareness

From 09.27.2016: Administrative Assistant Tammi Morrow and I will meet with Noman Simms, Kneil Stuckey and Marilee Frasier to discuss the strategy moving forward in the near future. We should be able to meet the December 2016 deadline.

Finance Odds & Ends – Staff continues to work with Boldt, Carlisle & Smith (BCS) on the audit of FY 2015-2016. KeyBank has made the final transition to one major account. The City eliminated the Utility, Court & Park checking accounts. Administrative Assistant Tammi Morrow has been working on this project very closely.

McDowell Contract Opener – Placed as part of Tuesday's agenda.

STATUS UPDATES – Projects, proposals and actions taken by Council
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Official Appointments – The following volunteers have accepted re-appointment to the following boards and committees:

<u>Budget Committee</u>	<u>Term</u>
Kaye Fox	3 years
<u>Planning Commission</u>	
Gary Compton	4 years
<u>Historic Review Board</u>	
J. David Erickson	3 years
Mandy Cole	3 years
Tricia Thompson	3 years
<u>Parks & Open Space Advisory Board</u>	
Patty Linn	3 years
Sarah Glenn	3 years term



City Administrator Report

Active: Economic Development ☒ – Mayor Ware and I will have an oral report for Council.

From 10.25.2016: The summit/forum discussion is schedule for November 17th, 2016 at the Boulder Falls Conference Center in Lebanon, Oregon. The evening will begin at 5:30 p.m. and is planned to last until around 8:30 p.m. I still need to meet with the City of Scio and the City of Halsey on behalf of this effort. Mayor Ware and one of the other Councilors should attend on behalf of Brownsville as I will be a presenter.

Set 2017 Council Schedule – The public meetings schedule has been updated for 2017 on the City website.

Active: Utility & General Ledger Software – The Cascade West Council of Governments is working on the possibility of purchasing software on behalf of cities in our region. Hopefully, there will be a more cost effective, shared solution.

Linn County Project Advisory Committee (PAC) – I was unable to attend the last meeting but I am reviewing the information for commentary and suggestions. This is will be imperative for Councilors to attend future public sessions if the City is interested in making sure Kirk Avenue gets on the County's priority list. Please see the information from Linn County Engineer Chuck Knoll that is included as part of the agenda packet.

BACKGROUND – From 01.26.2015: Linn County Transportation System Plan (TSP) Project Advisory Committee (PAC) had the first meeting in a series of six total meetings over the next two years to discuss regional transportation issues and develop similar policies and land use practices. I think this will be an important piece in attempting to leverage County improvements on Kirk Avenue.

Active: Medical & Recreational Marijuana Discussion – If the results are certified based on the totals available at the time of this report, Council will need to change several pieces of legislation. Staff will prepare the necessary changes for the December Council meeting.



Excerpt from recent e-mail communication:

Randy Simpson & Gayle Ashford contacted the City yesterday to talk about the process of getting the ordinance changed. Randy said that he would be applying for a permit through the State. If Council is able to certify the election results on November 22nd, then legislation would be prepared for the potential business registration ordinance change at the December 20th, 2016 Council meeting.

From 09.27.2016: Council passed necessary legislation at the July Council meeting to place the issue on the November ballot. Resolutions 2016.18 and 2016.19 were passed. Please refer to the last agenda packet for more information. Ordinance 762 was also reserved pending the outcome of the vote.

Active: Recreational Vehicles ☒ – I will provide an oral report. The Campbell's and the Rossell's complied with Council's ruling in September. The Sheriff's Office is following up on other cases.

From 09.27.2016: Council decided to not move forward with enforcing the right-of-way boundaries until a newsletter article went to the general public. Staff moved forward with the posting of three properties all of which have appealed the City Administrator's decision.



City Administrator Report

ITEMS PENDING – Tabled or On Hold

Pending: Visit Linn Coalition (VLC) Update – **From 07.26.2016:** The City recently contributed \$500 to assist in continuing the VLC mission.

Pending: Park Board & Public Works – **From 09.27.2016:** Public Works Superintendent Karl Frink and crew will be removing the road west of the playground structure this Fall. Council and the Park Board passed a retreatment strategy to deal with the ever encroaching Calapooia River. Staff plans on creating a cul-de-sac by the dumpster north of the playground to accommodate traffic per the plan.

Pending: Water Rights – **From 09.27.2016:** The City is working with the Oregon Water Resources Department (OWRD) to prove use of the City's primary water right. An interest group known as WaterWatch of Oregon has brought lawsuits against the State of Oregon and municipalities to ensure that water is available for fish persistence. In 2013, one of those cases involving the City of Cottage Grove was appealed. The Supreme Court found in favor of WaterWatch of Oregon which could have major implications for the City's water rights. Staff is currently trying to prove the water being used for municipal purposes including future growth. It is unclear what the changes could mean, but the one outcome that seems most likely is that the water right may be limited to the water usage of 1999.



Central Linn School District Agreement – **From 09.27.2016:** Mayor Ware and Councilor Shepherd attended a meeting put together by Bryan Wyant on September 16th, 2016. Mr. Wyant had reached out to Samaritan to gauge their interest in the property. The Central Linn School Board approved Mr. Wyant contacting any other interested parties at their August Board meeting. Councilor Shepherd reported that no decisions were made at the meeting. Superintendent Gardner indicated that Willamette Neighborhood Housing Services has until the end of October to determine if they want to purchase the property for development. Shepherd indicated that Samaritan was simply looking at options. Mr. Wyant was encouraged that Samaritan demonstrated interest in the property by coming to Brownsville to look the property over.

From 06.28.2016: Council sent Mayor Ware to talk with Mr. Mark Penrod, Central Linn School Board Chair, in an attempt to get answers on the Board's plans for the Blakely Avenue property. Council also would like to see community conversations being held with the Central Linn School District about the plans for the property, otherwise the City Planning Commission could easily be placed in a difficult situation. Administrative Assistant Elizabeth Coleman attended the Central Linn School Board's meeting on June 13th, 2016.

From 3.22.2016: Superintendent Brian Gardner indicated that he is awaiting a proposal from Willamette Neighborhood Housing Services (WNHS) for the Blakely Avenue property. Mr. Gardner indicated that several contingencies are included in the language put forth by the Central Linn School Board. Once he has the information, he will discuss the details with the City.

Pending: Goal Review Options – **From 09.27.2016:** A decision was made to hold off until after the general election. Council would not be able to pass the legislation by the end of the year and new members of Council will be included in a discussion for future goals in February.



City Administrator Report

Pending: Emergency Contractor Resolution Concept – **From 06.23.15:** Attempting to organize an effort has proven to be too difficult. The City needs a larger community buy-in to really tackle the public education piece.

From 11.25.2014: Staff is planning to host a meeting to discuss this and other concepts with a group of individuals who are interested in helping the City work in this effort. Staff is dealing with false comments that came out regarding the Brownsville Rural Fire District. The City seeks only to work with community stakeholders and partners on these issues in the future. Cooperation is the hallmark of this effort.

PAST MEETINGS – Memory Information

Pending: Darrin Lane & Kirk Avenue ☒ – **From 10.25.2016:** I will provide some points to ponder at the upcoming meeting. The City will have an expenditure of between \$80,000 - \$160,000 if this project moves forward. Public Works Superintendent Karl Frink and I are unable to determine actual costs because we do not have a design for the road. Manholes, water and sewer service lines and hydrants along with other infrastructure will have to be relocated for the road to be reconstructed. The other major consideration is that of right-of-way acquisition. Many will have to give up portions of the area they are currently accustomed to as front yard.

When the road is reconstructed, Kirk Avenue will become a “drag strip” and complaining about speeding will be at an all-time high. I have seen this many times before in communities.

Linn County is under no obligation to fix this road. The County projected their cost to be over \$2 M to repair the road from Main Street to Hunter Street.

The City can either wait and attempt to ensure that Kirk Avenue is placed on the maintenance list or pass a bond measure for the repair of the street. The City does not have the money to take on such a project.



Commissioner Nyquist

For the history of the Kirk Avenue project, please refer to the *City Administrator Report* found in Council records from April 2016 and prior.

The Budget Committee and Council have discussed the financial implications to the City. I have discussed the need for a Local Improvement District (LID) if this project should move forward. Depending on the design of the street improvements, the City could be spending hundreds of thousands of dollars on storm water drainage improvements, moving water line connections, moving sewer line connections, adjusting manholes and other utility appurtenances. Linn County has been doing major improvements throughout the County which have depleted their financial capability to assume Kirk Avenue as part of their roadway system.

Coleman & Kinney – FEMA Implications – Pending.

From 09.27.2016: Here is the quick paragraph that will appear in the newsletter: Flood regulations are soon to be changing. The National Marine Fisheries Service (NMFS) found that the Federal Emergency Management Agency (FEMA) have been carrying out practices and policies have proven to be detrimental to endangered species. FEMA is scrambling to correct these findings. Flood premiums will be on the rise as will the regulations required to do construction anywhere in the floodplain. The National Flood Insurance Program (NFIP) is making changes to more adequately cover the losses

Administrator's Report



City Administrator Report

incurred when flooding occurs around the United States which is why premiums are set to increase 25% over the next five to seven years.

Moody Court & Unenumerated Nuisance – The cat numbers continue to stay low.

From 11.25.2014: The City has paid out \$2,875 to have cats removed from the neighborhood. The City forwarded the letter that is part of the packet at the request of Council. Staff will have an oral report for the meeting.

Stalled: Garbage Language – *From past meetings:* Trash is starting to become a problem around town again. Below is the City of Albany's language that may be useful:

18.30.260 Accumulation of rubbish or garbage.

All exterior property and premises, and the interior of every structure, should be free from any accumulation of rubbish or garbage so as not to harbor insects and rodents, produce dangerous or offensive gases, odors and bacteria, or other unsanitary conditions, or create a fire hazard. (Ord. 5647 § 1 (Exh. C), 2006).

18.30.265 Disposal of rubbish.

Every occupant of a structure should dispose of all rubbish or garbage in a clean and sanitary manner by placing such rubbish or garbage in containers which are free from holes and covered with tight-fitting lids. (Ord. 5647 § 1 (Exh. C), 2006).

The City would also need to consider a time frame that is appropriate and a procedure to abate quickly. If this sounds better, Staff can proceed with further research.

WNHS Update – Please refer citizens to the following websites for more information:

<http://www.oregonhomeownersupport.gov> & <http://w-nhs.org>

WNHS provides many home rehabilitation services and counseling for those meeting certain program requirements.

Respectfully Submitted,

S. Scott McDowell



Planning at a Glance

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

- Mechanical (wood stove) 215 Washington
- Mechanical (Tankless Water Heater) 190 Kirk

Land Use Permits

Conditional Use Applications: Dog grooming in a Medium Density Residential Zone, Caretakers residence in the Volume Commercial Zone, & a Western Shop in the Medium Density Residential Zone. The Dog grooming and caretakers residence will be heard by the Planning Commission on November 21st, the western shop will be heard at a later date. A tentative map for a property line adjustment on Fisher has been received for review.

Updates

Clayton Homes, who purchased the 1.62 acre parcel at the north end of Ash Street, has submitted a tentative map for that land partition.

Lepman Properties (Glorietta Bay LLC) are ready to begin site preparations for the Depot Avenue mini-storage facility, but are waiting on some information regarding drainage to the western parcel from the property owner.

Elizabeth Coleman

A handwritten signature in cursive script that reads "Elizabeth E. Coleman".

www.linnsheriff.org

By: Sergeant Greg Klein

ENTRY DATE	ENTRY CALL TIME DESCRIPTION	ADDRESS	CITY	DESCRIPTION
10/30/16	22:42:50 WARRANT SERV	W BISHOP WY	Brownsville	Civil process atmped, not served
10/30/16	16:24:34 PROP-FOUND	MOODY CT	Brownsville	No Additional Report Necessary
10/30/16	4:32:55 TRESPASS	W BISHOP WY	Brownsville	No Additional Report Necessary
10/29/16	21:45:09 WARRANT SERV	KIRK AV	Brownsville	No Additional Report Necessary
10/29/16	16:08:58 Trf Observe Susp Activity	FISHER ST	Brownsville	CITE ISSUED - DWS/NO ODL
10/29/16	14:02:07 TRAFF-OTHER VIOL	TEMPLETON ST	Brownsville	Warning issued
10/29/16	14:02:07 TRAFF-OTHER VIOL	TEMPLETON ST	Brownsville	WARNING - MOVING VIOLATION
10/29/16	13:31:14 Trf Moving Viol	SPAULDING AV	Brownsville	WARNING - MOVING VIOLATION
10/29/16	12:48:48 Trf Moving Viol	W BISHOP WY	Brownsville	CITE ISSUED - MOVING VIOLATION
10/29/16	12:24:35 Trf Moving Viol	W HWY 228	Brownsville	CITE ISSUED - MOVING VIOLATION
10/29/16	12:15:04 Trf Moving Viol	W BISHOP WY	Brownsville	WARNING - MOVING VIOLATION
10/27/16	21:25:01 OVERDOSE	KIRK AV	Brownsville	No Additional Report Necessary
10/27/16	20:26:33 Trf Moving Viol	N MAIN ST	Brownsville	WARNING - MOVING VIOLATION
10/27/16	17:18:25 Trf Moving Viol	W BISHOP WY	Brownsville	WARNING - MOVING VIOLATION
10/27/16	17:18:25 Trf Moving Viol	W BISHOP WY	Brownsville	WARNING - MOVING VIOLATION
10/27/16	17:06:54 Trf Moving Viol	W BISHOP WY	Brownsville	WARNING - MOVING VIOLATION
10/27/16	15:22:53 Trf Speed Viol	WASHBURN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
10/27/16	14:25:42 Trf Moving Viol	WALNUT AV	Brownsville	WARNING - MOVING VIOLATION
10/26/16	21:58:53 Trf Equipment Viol	E HWY 228	Brownsville	WARNING - EQUIPMENT VIOLATION
10/26/16	1:33:49 911 HANGUP	AVERILL ST	Brownsville	No Additional Report Necessary

10/25/16	20:59:46 Trf Agressive Driver	WASHBURN ST	Brownsville	WARNING - AGRESSIVE DRIVING
10/25/16	17:04:24 EXTRA PATROL	HUME ST	Brownsville	Focus Patrol
10/25/16	16:27:14 FRAUD	KISLING AV	Brownsville	Incident Report
10/25/16	16:27:14 FRAUD	KISLING AV	Brownsville	Focus Patrol
10/25/16	16:08:41 Trf Moving Viol	KIRK AV	Brownsville	WARNING - MOVING VIOLATION
10/25/16	16:02:20 Trf Equipment Viol	KIRK AV	Brownsville	WARNING - EQUIPMENT VIOLATION
10/25/16	15:27:26 Trf Speed Viol	LOUCKS WY	Brownsville	CITE ISSUED - SPEEDING VIOLATION
10/25/16	13:58:13 ALARM - POLICE	N MAIN ST	Brownsville	No Additional Report Necessary
10/25/16	11:58:06 SUSP- CIRCUMSTANCES	N MAIN ST	Brownsville	No Additional Report Necessary
10/25/16	5:32:08 Trf Equipment Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/25/16	5:32:08 Trf Equipment Viol	S MAIN ST	Brownsville	CITE ISSUED - NO INSURANCE
10/25/16	3:48:58 Trf Equipment Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/25/16	2:52:36 SUSP-VEHICLE	S MAIN ST	Brownsville	No Additional Report Necessary
10/24/16	22:52:47 Trf Agressive Driver	S MAIN ST	Brownsville	CITE ISSUED - AGRESSIVE DRIVER
10/24/16	21:35:01 FOLLOW UP-OUT OF CAR	MILLHOUSE ST	Brownsville	No Additional Report Necessary
10/24/16	19:43:38 UNAUTHORIZED ENTRY TO MOTOR VEHICLE	N MAIN ST	Brownsville	Incident Report
10/24/16	5:05:58 WARRANT SERV	HUME ST	Brownsville	No Additional Report Necessary
10/24/16	4:36:45 DISTB-OTHER	HUME ST	Brownsville	No Additional Report Necessary
10/24/16	0:14:08 SUSP- CIRCUMSTANCES	E WASHINGTON AV	Brownsville	No Additional Report Necessary
10/23/16	23:16:35 911 HANGUP	AVERILL ST	Brownsville	No Additional Report Necessary
10/23/16	21:46:54 Trf Moving Viol	S MAIN ST	Brownsville	WARNING - MOVING VIOLATION
10/23/16	15:40:34 SECURITY CHECK	N MAIN ST	Brownsville	No Additional Report Necessary
10/23/16	2:23:11 SUSP-VEHICLE	SPAULDING AV	Brownsville	No Additional Report Necessary
10/23/16	1:54:30 DISTB-OTHER	WASHBURN ST	Brownsville	No Additional Report Necessary
10/22/16	3:48:16 JUV-COMPLAINT	N MAIN ST	Brownsville	Incident Report

10/22/16	3:48:16 JUV-COMPLAINT	N MAIN ST	Brownsville	Focus Patrol
10/21/16	14:09:08 ALARM - POLICE	E BISHOP WY	Brownsville	No Additional Report Necessary
10/21/16	12:43:48 SUSP-PERSON	SPAULDING AV	Brownsville	No Additional Report Necessary
10/21/16	1:55:17 SUSP-VEHICLE	SPAULDING AV	Brownsville	No Additional Report Necessary
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	Vehicle Searched
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	WARNING - MOVING VIOLATION
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	FIELD SOBRIETY TEST CONDUCTED
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - DWS/NO ODL
10/20/16	23:45:39 Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - NO INSURANCE
10/20/16	21:37:17 JUV-COMPLAINT	E BLAKELY AV	Brownsville	No Additional Report Necessary
10/20/16	21:23:11 Trf Equipment Viol	TEMPLETON ST	Brownsville	Citation issued
10/20/16	21:23:11 Trf Equipment Viol	TEMPLETON ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/20/16	21:23:11 Trf Equipment Viol	TEMPLETON ST	Brownsville	CITE ISSUED - NO INSURANCE
10/20/16	17:47:25 PV EVID SEIZURE	E BLAKELY AV	Brownsville	No Additional Report Necessary
10/20/16	16:36:51 PARKING COMPL	STANARD AV	Brownsville	Warning issued
10/19/16	17:43:15 SUSP-CIRCUMSTANCES	KISLING AV	Brownsville	No Additional Report Necessary
10/19/16	16:21:18 DISPUTE-NEIGHBOR	KAY AV	Brownsville	No Additional Report Necessary
10/19/16	10:17:01 THEFT-RPT	N MAIN ST	Brownsville	Incident Report
10/19/16	0:58:06 DISTB-DOMESTIC	TEMPLETON ST	Brownsville	No Additional Report Necessary
10/18/16	12:41:05 WARRANT SERV	TEMPLETON ST	Brownsville	Contact Attempted/No Contact Made
10/18/16	11:58:26 WARRANT SERV	WASHBURN ST	Brownsville	Contact Attempted/No Contact Made
10/18/16	11:44:38 WARRANT SERV	TEMPLETON ST	Brownsville	Contact Attempted/No Contact Made
10/18/16	11:29:51 WARRANT SERV	TEMPLETON ST	Brownsville	Contact Attempted/No Contact Made
10/18/16	6:29:26 CIV DISP RPT	ASH ST	Brownsville	No Additional Report Necessary
10/17/16	16:16:18 MVC-NON INJURY	SPAULDING WY	Brownsville	No Additional Report Necessary

10/17/16	12:08:03	ALARM - POLICE	N MAIN ST	Brownsville	No Additional Report Necessary
10/17/16	9:39:28	BURGLARY REPORT	W BISHOP WY	Brownsville	Incident Report
10/17/16	9:01:05	Trf Speed Viol	TEMPLETON ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
10/17/16	8:30:52	Trf Speed Viol	TEMPLETON ST	Brownsville	WARNING - SPEEDING VIOLATION
10/17/16	8:26:57	Trf Speed Viol	TEMPLETON ST	Brownsville	WARNING - SPEEDING VIOLATION
10/16/16	20:35:05	SUSP- CIRCUMSTANCES	SPAULDING AV	Brownsville	No Additional Report Necessary
10/16/16	16:54:46	WARRANT SERV	NORTHPOINT LOOP	Brownsville	No Additional Report Necessary
10/15/16	15:12:49	SUSP-PERSON	KIRK AV	Brownsville	No Additional Report Necessary
10/15/16	9:48:48	INFORMATION REQUEST/REPORT	SPAULDING AV	Brownsville	No Additional Report Necessary
10/15/16	9:37:27	Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - EQUIPMENT VIOLATION
10/15/16	9:37:27	Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - MOVING VIOLATION
10/15/16	9:37:27	Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - DWS/NO ODL
10/15/16	9:37:27	Trf Moving Viol	N MAIN ST	Brownsville	CITE ISSUED - NO INSURANCE
10/15/16	9:25:45	SUSP-PERSON	N MAIN ST	Brownsville	No Additional Report Necessary
10/14/16	23:44:38	Trf Moving Viol	KIRK AV	Brownsville	WARNING - MOVING VIOLATION
10/14/16	12:21:50	PARKING COMPL	TEMPLETON ST	Brownsville	No Additional Report Necessary
10/13/16	9:13:47	SUSP-VEHICLE	ASH ST	Brownsville	No Additional Report Necessary
10/13/16	4:16:42	SUSP- CIRCUMSTANCES	N MAIN ST	Brownsville	No Additional Report Necessary
10/12/16	17:37:09	DISTB-OTHER	CALAPOOIA AV	Brownsville	Incident Report
10/12/16	16:17:39	BURGLARY REPORT	KIRK AV	Brownsville	Incident Report
10/12/16	14:24:16	DOG COMPLAINT	KIRK AV	Brownsville	No Additional Report Necessary
10/12/16	12:58:05	DOG COMPLAINT	CALAPOOIA AV	Brownsville	No Additional Report Necessary
10/12/16	12:29:14	CIV PROCESS- OTHER	HUNTER ST	Brownsville	Civil process atmpted, not served
10/10/16	19:54:30	SUSP-VEHICLE	SPAULDING AV	Brownsville	No Additional Report Necessary

10/10/16	14:52:27	MENTAL-OTHER	WASHBURN ST	Brownsville	No Additional Report Necessary
10/09/16	18:53:36	JUV-RUNAWAY RPT	KIRK AV	Brownsville	Incident Report
10/09/16	14:53:30	ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
10/09/16	4:28:14	INFORMATION REQUEST/REPORT	SPAULDING AV	Brownsville	No Additional Report Necessary
10/09/16	3:18:38	SUSP- CIRCUMSTANCES	FILBERT ST	Brownsville	No Additional Report Necessary
10/09/16	2:22:57	BURGLARY REPORT	SPAULDING AV	Brownsville	Incident Report
10/08/16	14:47:36	CRIM MISCHIEF	SPAULDING AV	Brownsville	Incident Report
10/08/16	12:49:15	DISTB-OTHER	HUME ST	Brownsville	No Additional Report Necessary
10/08/16	11:37:34	Trf Equipment Viol	E WASHINGTON AV	Brownsville	WARNING - EQUIPMENT VIOLATION
10/08/16	11:36:03	EXTRA PATROL	CALAPOOIA AV	Brownsville	No Additional Report Necessary
10/08/16	10:26:38	Trf Equipment Viol	N MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/08/16	10:03:05	SUSP-VEHICLE	KIRK AV	Brownsville	No Additional Report Necessary
10/07/16	23:18:21	PROWLER *THERE NOW*	OAK ST	Brownsville	No Additional Report Necessary
10/07/16	23:15:08	WELF CHECK	N MAIN ST	Brownsville	No Additional Report Necessary
10/07/16	19:05:47	FIRE ARMS COMPL	KIRK AV	Brownsville	No Additional Report Necessary
10/07/16	17:55:31	NEGLECT	KIRK AV	Brownsville	No Additional Report Necessary
10/07/16	16:40:54	CRIM MISCHIEF	E WASHINGTON AV	Brownsville	No Additional Report Necessary
10/07/16	16:39:41	HARASSMENT RPT	KIRK AV	Brownsville	No Additional Report Necessary
10/06/16	17:09:33	DOG COMPLAINT	E BLAKELY AV	Brownsville	No Additional Report Necessary
10/06/16	15:33:12	SUSP- CIRCUMSTANCES	NORTHPOINT LOOP	Brownsville	No Additional Report Necessary
10/06/16	14:31:37	SUSP-PERSON	KIRK AV	Brownsville	No Additional Report Necessary
10/06/16	10:32:03	CIV PROCESS- OTHER	KIRK AV	Brownsville	Civil process, service completed
10/06/16	8:14:29	DISTB-OTHER	KIRK AV	Brownsville	No Additional Report Necessary
10/05/16	16:59:58	SUSP- CIRCUMSTANCES	KIRK AV	Brownsville	No Additional Report Necessary
10/05/16	10:43:09	MENTAL-OTHER	KIRK AV	Brownsville	No Additional Report Necessary
10/04/16	18:47:05	PHONE- HARASSMENT	E BISHOP WY	Brownsville	No Additional Report Necessary

10/04/16	18:32:45 FOLLOW UP-OUT OF CAR	E BLAKELY AV	Brownsville	No Additional Report Necessary
10/04/16	6:49:50 THEFT-RPT	W BISHOP WY	Brownsville	No Additional Report Necessary
10/03/16	13:19:10 Trf Equipment Viol	N MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
10/03/16	11:06:59 CIV DISP RPT	KIRK AV	Brownsville	No Additional Report Necessary
10/02/16	19:00:07 TRESPASS	CALAPOOIA AV	Brownsville	No Additional Report Necessary
10/02/16	16:14:11 JUV-COMPLAINT	PARK AV	Brownsville	No Additional Report Necessary
10/02/16	13:06:55 Trf Moving Viol	LOUCKS WY	Brownsville	CITE ISSUED - DWS/NO ODL
10/02/16	13:06:55 Trf Moving Viol	LOUCKS WY	Brownsville	CITE ISSUED - NO INSURANCE
10/01/16	14:32:29 JUV-COMPLAINT	PARK AV	Brownsville	No Additional Report Necessary
10/01/16	10:27:18 WARRANT SERV	AVERILL ST	Brownsville	No Additional Report Necessary

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR OCTOBER 2016**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	34	0	0	34	
Violations	16	10	13	13	
Contempt/Other	31	2	1	32	
TOTALS	81	12	14	79	

BALANCE SHEET FOR THE MONTH

Court Revenue

Total Deposits +	\$ 2,533.00
Total Bail Forfeits +	\$ -
Total Bail/Bank Fees -	\$ -
Total Bail Held -	\$ -
* Total Refund/Rest -	\$ -
Total NSF's -	

Court Payments

City	\$ 1,761.00
Restitution	\$ 50.00
Oregon Dept Revenue	\$ 530.00
Linn County	\$ 192.00
State Misc.	\$ -
DUII Surcharge	\$ -

TOTAL COURT REVENUE	<u>\$ 2,533.00</u>	TOTAL COURT PAYMENTS	<u>\$ 2,533.00</u>
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Credit given for Community Service	\$ -
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Other Credit Allowed Against Fines	\$ -
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TOTAL NON-REVENUE CREDIT ALLOWED	<u>\$ -</u>
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TOTAL CASH PAYMENTS TO:

CITY	\$ 1,761.00
STATE	\$ 530.00
COUNTY	\$ 192.00

*REFUND/RESTITUTION	\$ 50.00
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ACCOUNTS RECEIVABLE:

BEGINNING	\$ 2,838.33
ENDING	\$ -



Library Advisory Board

Librarian's Report

October 2016

Here are a few facts about our library the month of October 2016. We have received 66 new books for the library. 31 of these books were donated by the Brownsville Women's Study Club. Volunteers donated 155.5 hours to our library. There were 1,424 materials checked out. 417 adult fiction books; 138 adult non-fiction books; 85 audio books; 372 children's books; 345 junior books; 26 junior reference books and 41 large print books.

October ended with a flourish. Due to no school at Central Linn Elementary School the last week of October was busy with children and families visiting the library to find fun activities to do and books to read. I held an special 'No School Craft Day'. In between projects and patrons I searched for just the right craft for ages 2 to 12. I found it in the pumpkin luminaries that the children made. This was a huge success and I am looking forward to duplicating this type of craft in the future. Our Library is checking out books to two local preschools. I am pleased to welcome back Learning Tree Preschool children to story time each week.

On the last Friday of the month, the Librarian's computer crashed to the point of restoring to default. As this month begins, it finds me trying to restore some order to my work station. I have reconnected with the circulation computer, set up a scanner that I use weekly for reporting details amid a host of other features that were lost.

Respectfully submitted,

A handwritten signature in blue ink, which appears to read "Sherri Lemhouse".

Sherri Lemhouse
Librarian



2015-2016 Council Values

Note: I have divided Council Values and Council Goals for the sake of convenience for the agenda packet.

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. Brownsvilleans 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.



2015-2016 Council Values

What do we want for Brownsville?

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

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

Organizational Development

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

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
4. Implement/Execute
5. Review Outcomes



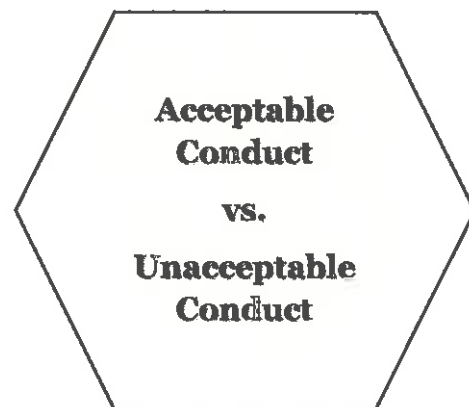
2015-2016 Council Values

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





2015-2016 Council Goals

Goals 2015-2016

1. Focus on the Fundamentals.
 - *Protect Brownsville's Treasury.*
 - *Active Capital Improvements Plan Implementation.*
 - *Foster Cooperative & Productive Relationships in the community and with County, State & Federal Agencies.*
2. Water Rights.
 - *Explore Possible Water Source Options.*
 - *Continually work on perfecting Water Rights.*
3. Economic Development Plan.
 - *Discuss Land Options with McFarland Cascade.*
 - *Participate in Regional Efforts & Opportunities.*
 - *Support Youth Activities in Cooperation with CLRA.*
4. Community Development Plan.
 - *Refine Zoning Rules & Requirements.*
 - *Consider & Adopt New Policies & Standards.*
 - *Finish & Implement a Sidewalk Program.*
 - *Improve Partnerships with CLSD.*
5. Capital Improvements Plan.
 - *Execute 2015 Water Improvements Project Contracts.*
 - *Plan & Construct Downtown Wastewater & Stormwater Improvements.*
 - *Estimate City portion of Kirk Avenue Improvements.*
6. Organizational Development.
 - *Implement Accountability System for all Officials.*
 - *Focus on Council Development.*
7. Emergency Preparedness Plan.
 - *Compose a Written Emergency Plan.*
 - *Work with Area Partners on a continual Community Education Program.*
 - *Develop Agreements with Community Partners.*

GOALS PROGRESS UPDATE

1. Focus on the Fundamentals.
 - *Protect Brownsville's Treasury.*
 - *Active Capital Improvements Plan Implementation.*
 - *Foster Cooperative & Productive Relationships in the community and with County, State & Federal Agencies.*



2015-2016 Council Goals

Plan: Staff will continue to strictly adhere to the annually adopted budget working within the necessary parameters to keep rates as low as possible while providing vital services effectively. Staff will execute the planned projects found in the FY 2015-2016 budget as time and priority allow.

Staff will bid, construct and complete the 2015 Waterline Project. Staff will plan for and execute the engineering for the redevelopment of sewer lines in Old Town Commercial for the next fiscal year.

Staff will continue to strive for excellence in all relational aspects of service delivery. McDowell serves on the State's OPRD Grant Advisory Committee, the Visit Linn Coalition, the Ford Foundation's Go Team Effort and works with CIS and the LOC as needed. Frink works with various groups including 811.

2016 November Final Update: City Administrator Scott McDowell has been very busy working with the Go Team preparing for the summit/forum happening on November 17th, 2016. The proposal is a regional economic development effort being completed in conjunction with the Ford Family Foundation and a serious local, grass roots effort.

The City was allowed by the United States Department of Agriculture – Rural Development (USDA-RD) to investigate the possibility of refinancing the City's debt with USDA-RD. The feds decided to allow cities to review refunding bonds due to the all-time low interest rates that were available. The City had not been allowed to refinance any debt until May of 2016. USDA-RD's policy did not allow cities the size of Brownsville to refinance without unfavorable future consequences. The City was told that it would be seen as a "self-funding agency" which meant that we would not be eligible for future funding through USDA-RD. Due to the policy change in 2016, the City was able to investigate possibilities. The final outcome was an interest rate of 2.9% with a savings of \$2M over the next thirty (30) years. The City received an A+ rating from Standard & Poor's Rating Agency.

The FY 2016-2017 Budget did not include a major capital improvement due to past spending. The City has completed over \$3.3M in capital improvement projects over the last ten years. All projects have been self-funded due to strict adherence with budget planning goals. The City still has a substantial backlog of capital improvements to complete, but adequate funding must be available. The Budget Committee and the Council hope to include funds for another major sewer collections overhaul in FY 2017-2018.

June 2016 Update: The 2015 Water System Improvements Project came in on budget but a little over time due to an issue with the GR 12 pump. Public Works Superintendent Karl Frink did an outstanding job providing inspection services for this important project.

Staff is executing at a very high level. Projects are executed with precision. Many members of the Staff participated in new ways to learn new skills and build overall capacity for the City.

Council does a great job navigating through tough decisions to honor the wishes of the Budget Committee and to honor the taxpayers while getting a lot of projects accomplished.

Staff continues to work on regional economic development plans with other municipalities as well as Linn County.



2015-2016 Council Goals

The Willamette Country Music Festival (WCMF) had a banner year and the cooperation with Linn County was nearly flawless.

2. Water Rights.

- *Explore Possible Water Source Options.*
- *Continually work on perfecting Water Rights.*

Plan: Currently working on the redevelopment of the GR12 well site east of the Main Street Bridge. Council has determined that this water source would double the current water capacity for the City. The City will continue exploring additional resources such as procurement of upstream water rights and other possibilities that exist in other areas of Brownsville.

2016 November Final Update: Water Rights Attorney Wyatt Rolfe, Public Works Superintendent Karl Frink, City Engineer Jon Erwin and City Administrator Scott McDowell have been working with the League of Oregon Cities on defending the City's water rights from future curtailment. The Oregon Supreme Court case involving the City of Cottage Grove was finalized and the implications are still not clear. Oregon Water Resources Department (OWRD) is acutely aware that any policy changes could potentially have major impacts on cities. The City has demonstrated with water usage data the City's position on this matter. The City would not have any room for future growth if the State curtails the water as proposed by the interest group suing the State of Oregon. Staff will continue to monitor this situation closely as it is vital to the future of the City. The League of Oregon Cities reports that these discussions will more than likely continue through the next State Legislative Session.

June 2016 Update: City Engineer Jon Erwin and Staff continue to work on this important process. The completion of GR 12 aides greatly in this process. The City is in the process of exploring other water resource options.

3. Economic Development Plan.

- *Discuss Land Options with McFarland Cascade.*
- *Participate in Regional Efforts & Opportunities.*
- *Support Youth Activities in Cooperation with CLRA.*

Plan: Continue working with East Linn communities and the Ford Foundation. The Go Team proposal is gaining public exposure. Continue working with the Brownsville Chamber of Commerce, Visit Linn Coalition and the Bi-Mart Willamette Country Music Festival to drive local financial viability of businesses. McFarland Cascade is currently using their entire property and looking to possibly add more. The land that has been thought of as a possible 'industrial park' has recently been purchased for the purpose of growing grapes. The new owner has the entire property planted.

Council needs to determine the next course of action as it relates to the CLRA organizational development agreement. Continue to work with the CLRA to develop and strengthen youth activities as a vital community amenity.

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



2015-2016 Council Goals

2016 November Final Update: City Administrator Scott McDowell has been very busy working with the Go Team preparing for the summit/forum happening on November 17th, 2016. The proposal is a regional economic development effort being completed in conjunction with the Ford Family Foundation and a serious local, grass roots effort.

Mayor Ware & City Administrator Scott McDowell have engaged in conversations with the Cascade West Council of Governments on rural banking and economic development. Conversations and meetings are continuing on both fronts. Cascade West Council of Governments Executive Director Fred Abousleman has been very active in working with all cities around these important issues facing small communities especially.

The Bi-Mart Willamette Country Music Festival is planning a four day gala for their 10th Anniversary in Brownsville. The Linn County Commissioners have been working with the event very well since the changes in the Linn County Code were adopted. The Festival has received conditional approve through 2018 and will be submitting a proposal for an additional year in the Spring of 2017.

Administrative Assistant Elizabeth Coleman and City Administrator Scott McDowell met on several occasions with McFarland Cascade regarding property development. The City was informed in September that due to the purchase of the acreage to the south of McFarland cascade, they were no longer interested in selling the acreage they were previously making available to the east of their property. McFarland is also interested in pursuing an Urban Growth Boundary expansion that would allow them to expand to the west. Staff has met with the State and Planner Dave Kinney on this matter. Administrative Assistant Elizabeth Coleman is currently researching the proper course of action.

Azalea Rojo, LLC from Boston, Massachusetts purchased over 360 acres of land abutting the City and constructed a large vineyard. The plans for the property have not been disclosed to the public.

Several other projects are being planned for both residential and commercial development within the City limits.

Council extended the organizational development agreement with the Central Linn Recreation Association.

June 2016 Update: Staff directing private parties discuss land purchase & development options with McFarland Cascade. Staff has encountered a few problems with the continued implementation of services with the CLRA. Staff is overly involved with projects regionally; working on the Visit Linn Coalition, the Ford's Go Team, the East Linn Cohort through the Ford Foundation, working with the State and Linn County on opportunities. Administration changes in Sweet Home may delay some of the implementation efforts of the regional strategy. Staff has meet with Cascade West Council of Governments leadership to discuss opportunities as well.

4. Community Development Plan.

- *Refine Zoning Rules & Requirements.*
- *Consider & Adopt New Policies & Standards.*



2015-2016 Council Goals

- *Finish & Implement a Sidewalk Program.*
- *Improve Partnerships with CLSD.*

Plan: Council would like to continue looking at ways to effect overall livability including right-of-way management. Install sidewalk into Pioneer Park from the Rec Center. Fully develop the City's sidewalk inventory plan getting the plan ready for approval by Council. Continue to try to develop an effective working relationship with the CLSD to assist with their community development plans.

2016 November Final Update: Council was never able to reconvene on plans formed during the goal setting session in February, therefore, no legislation was passed by Council to achieve these goals.

Budget Committee decided to not move forward with the sidewalk program for this fiscal year due to the improvements being assessed to property owners.

Council has made many attempts since October 6th, 2015 to work with the Central Linn School Board on the Blakely Avenue project, but has never received any answers to the questions Council formulated. Council is aware that the property and project are the sole responsibility of the Central Linn School Board. The City feels that the Board's current option of working with Willamette Neighborhood Housing Services (WNHS) is more than likely the best use for the property. The City wants to ensure that 1) the Planning Commission is not left in a precarious position due to proper community communication not occurring, 2) the City wants to see full tax value on all properties developed, 3) the City is not interested in providing System Development Charges (SDC) credits or reductions, and 4) the City does not wish to participate in extending water or sewer lines, storm water lines or extended any streets in conjunction with this development.

June 2016 Update: Council needs to finish the action plan pertaining to this goal. The sidewalks have been extended into Pioneer Park from the Rec Center. City Hall sidewalks and improvements are completed. The overall City-wide sidewalk program is still pending. Council has been working with the Central Linn School Board on possible options for the Board's property on Blakely Avenue. The Central Linn School Superintendent and Board has not answered Council's questions about the property or any future agreement. Please see Council agenda packets for more detailed information. Mayor Ware was asked by Council to move forward with a meeting with Central Linn School District's Board President Mark Penrod to discuss the implications of the School's imminent deal with Willamette Neighborhood Housing Services for the Blakely Avenue property.

5. Capital Improvements Plan.

- *Execute 2015 Water Improvements Project Contracts.*
- *Plan & Construct Downtown Wastewater & Stormwater Improvements.*
- *Estimate City portion of Kirk Avenue Improvements.*
 - Wastewater Treatment & Collections
 - Council has budgeted for a well for the South Plant.
 - Council understands that nearly 45% of the collection lines are in need of replacement.
 - Kirk Avenue Improvements



2015-2016 Council Goals

- Council has determined that the first block of Kirk from Main Street to Averill Street will be fully reconstructed with sidewalks, curb and gutter improvements. The remainder of Kirk Avenue will be a grind and overlay project.
- Council's only other alternative is to execute the project as a City project and assess all abutting property owners according to the project cost.

2016 November Final Update: Public Works Superintendent Karl Frink and City Administrator Scott McDowell presented The Future which was a look at the overall status of the City's assets specifically the General Fund & Utility Funds. Frink and McDowell project the City's cost to be between \$80,000 and \$160,000 to move water and sewer services, manholes and fire hydrants. Since the City does not know the planned design of the project, it is impossible to be precise with those projected costs. Public Works Superintendent Karl Frink reported that a water main may need to be relocated depending on the street design. The City could also be looking at

June 2016 Update: The 2015 Water System Improvements project is complete. Staff is exploring options with the storm water concern downtown; this particular project may be another year out in terms of funding for construction. Linn County is currently working on a Transportation System Plan (TSP) that will determine if Kirk Avenue will be funded or not. The TSP process will take over a year to complete and Council will want to attend certain meetings over the course of this year to advocate for Kirk Avenue. Kirk Avenue will cost the City a lot of money to improve even with the County doing a majority of the paving improvements. Depending on the design of the project, the City could be required to install additional storm water lines, adjust sanitary sewer manholes, adjust water services and sanitary sewer services.

6. Organizational Development.

- *Implement Accountability System for all Officials.*
- *Focus on Council Development.*

Plan: Council recognizes the need for additional training & development. Council will continue to improve individually in their role as community leaders working together to accomplished shared organizational goals with Staff. Council implement accountability aspects of all officials both elected and appointed. Proper training and execution of responsibilities is vital for the overall health of the organization.

2016 November Final Update: Council decided to wait until after General Election and the new Council is seated. Council needs to strongly consider attending regional and statewide meetings when possible. Council should discuss member accountability and how Council as a group can improve in this important area. Council should consider NIMS, emergency preparedness training, as a requirement of membership.

June 2016 Update: Council may need to have a mini-retreat session this summer to regroup and refocus a few issues.

7. Emergency Preparedness Plan.

- *Compose a Written Emergency Plan.*
- *Work with Area Partners on a continual Community Education Program.*
- *Develop Agreements with Community Partners.*



2015-2016 Council Goals

Plan: A larger community effort is necessary for this task. Staff will work on the internal plan for the City.

2016 November Final Update: Administrative Assistant Tammi Morrow and City Administrator Scott McDowell met with Mr. Simms, Mrs. Frazier and Mr. Stucky. The group is working on a presentation for Council in December in order to meet Council's request. The group will be outlining their strategy with timelines for certain aspects of their plan.

June 2016 Update: Mr. Norman Simms has agreed to be the Volunteer Emergency Preparedness Coordinator. Mr. Simms will work with Staff to develop strategy and form a committee to assist implementation efforts as laid out by ordinance. Council has a plan in place for the active implementation of this goal through 2016.



PO Box 4
Brownsville, Oregon, 97327

November 14, 2016

City of Brownsville
PO Box 188
Brownsville, OR, 97327

Dear Mayor Ware and Council Members:

The Central Linn Community Foundation (recently renamed from Brownsville Community Foundation to more accurately reflect the organization) has sponsored several Brownsville programs over the years through grants offered as the result of donations made to the organization. In the past CLCF awarded grants to the Brownsville Chamber of Commerce, the Calapooia Watershed Council, the Brownsville Garden Club, the Calapooia Food Alliance, Sharing Hands, the Art Center, and other groups in the community. CLCF is asking for your continued support this year to boost the number of grants to be offered in 2017. Last year the Brownsville City Council contributed \$1250 to CLCF. We are working to raise \$10,000 during 2016, and we are hopeful you will be able to continue your program support this year. We realize the budget issues facing our cities, and will appreciate any amount you can give in support/

Sincerely,

Chenoweth Robertson, Board member



Memorandum of Understanding

BETWEEN: The City of Brownsville, an Oregon Municipal Corporation (City)

AND: Brownsville Senior Center (Seniors)

DATE: November 2016

RECITALS

- I. The City of Brownsville wishes to provide financial assistance to further promote Senior services to residents of the community.
- II. The Brownsville Senior Center wishes to utilize the funds for general purposes.

AGREEMENT

1. **TERM.** The term of this agreement shall commence upon execution hereof and shall continue for three (3) years. The agreement will expire on December 1st, 2019.
2. **CONDITIONS.** The City shall provide the Seniors with a check in the amount of \$600 each May, continuing in May of 2017. The Seniors may apply these funds for general purposes to support their mission and organization.
3. **MODIFICATION AND WAIVER.** No change or modifications of this agreement shall be valid or binding upon the parties hereto, nor shall any waiver of any terms or conditions thereof be deemed a waiver of such terms or condition in the future, unless such change, modification or waiver shall be in writing signed by all parties.
4. **INTENT.** The intent of this agreement is to cooperatively work together to continue a productive working relationship that will be mutually beneficial.

CITY:

BROWNSVILLE SENIOR CENTER:

By: S. Scott McDowell
City Administrator

By: Marilee Frazier
President



Memorandum of Understanding

BETWEEN: The City of Brownsville, an Oregon
Municipal Corporation (CITY)

AND: Brownsville Chamber of Commerce (ORGANIZER [BCC])

RECITALS

- I. The City of Brownsville owns and operates Pioneer Park, a 26+ acre public park, public streets and appurtenances.
- II. Organizer wishes to utilize Pioneer Park to host several events and work cooperatively with City Hall to provide administrative support for Chamber happenings and events along with the use of public facilities.

AGREEMENT

1. **TERM & ORIGINATION.** This Agreement is made this 1st day of December, 2016, between the City and the Organizer shall commence upon signature and expire December 31st, 2019. The term shall be three (3) years with a one (1) year option. Any changes can be made mutually between the parties including updating the event dates from year to year which shall be finalized in November of the previous year.
2. **ADMINISTRATION.** The City has been providing and will continue to provide administrative support for Chamber events. The Chamber shall provide the details for all upcoming events sixty (60) days in advance as the City takes numerous phone calls and questions from the general public. If the City is providing collection services such as selling tickets for events, the BCC shall provide a receipt book and all necessary contact information for the event chair person.
3. **LOGISTICS.** The City & the Chamber worked cooperatively on beautification efforts like hanging Christmas decorations and flower baskets. The details are described below:

Christmas Decorations: The Chamber purchased new decorations (2012) at a cost of \$1,193.46. The City purchased the hardware brackets to hang the decorations at a cost of \$2,160. The City has made arrangements with Norm's Electric to hang the decorations the week after Thanksgiving. The decoration plan was to hang a banner on every other lamppost throughout town. The Chamber picked out the decorations. The banners are projected to last between five and seven years. The City and the Chamber will work together when it is time to purchase new banners.

Flower Baskets: The Chamber decided to beautify the downtown area, Main Street between Kirk Avenue & Stanard Avenue and down Spaulding Avenue, by hanging flower baskets from the lampposts in the winter of 2008. The City's portion of this project was to fabricate and install brackets for the lampposts that could hold the baskets at a cost of \$2,730. The Chamber would be responsible for purchasing the baskets, hanging the baskets and watering the baskets during the summer. The baskets cannot weigh more than 80 lbs. or it could destroy the lamppost. The City does not hang the baskets because we do not have the



necessary equipment to do such a task nor the human resources. The City cited the fact that we have three Public Works employees who execute and provide for nearly all municipal services. The City suggested working with all of the business owners to develop a watering plan. The Chamber decided to pay an outside contractor to provide the service. The City has allowed the contractor to use City water and purchased the equipment needed to execute the task.

Street Closure Requests: Council requires certain steps to be addressed for the closure of any street, right-of-way, parking lot or other public space. The event chair or other designee of the Chamber shall, 1) provide a complete signature sheet(s) for all the affected parties who use the street, 2) provide a certificate of insurance up to \$2 million naming the City as additionally insured, 3) make arrangements with Public Works to have the appropriate signage for the closure provided for the event and returned to the City, and 4) any other requires Council deems appropriate.

Any event chair or designee should meet with Council at sixty (60) days prior to the event.

The City conducts an annual lottery for people applying to utilize Pioneer Park. The City must have all dates in November. The City forwards all applicable information to potential applicants for the lottery. Some users choose not to select weekends if an event is happening in the Park or if certain events are scheduled for Pioneer Park.

If the City has a scheduling discrepancy caused by the BCC, the City shall charge the applicable rental rates for facilities. Failure to provide the City proper scheduled needs may result in the BCC's inability to use certain facilities.

4. CONDITIONS. The City grants permission to the Organizer to use Pioneer Park for holding the Event on the date stated above subject to the following conditions:

a) **Application.** Organizer has submitted the following information:

- Name and address of the person or persons responsible for the Event:

*John Morrison, Chamber President
PO Box 161
(Personal) 30377 Brownsville Road
Brownsville, OR 97327
541.466.3470
541.409.0749*

- An accurate description of the area requested to be used:

Pioneer Picnic Breakfast – June (3rd Weekend)
*Pavilion: 6:00 a.m. to 11:00 a.m.
(BCC is a "subcontractor" for the Linn County Pioneer Picnic Association. The Association will be responsible for the Pavilion deposit not the BCC for this event.)*

4th of July Breakfast – July 4th



Pavilion: 6:00 a.m. to 11:00 a.m.

Stand by Me Day – July 23rd
Details to be provided.

Antique Faire – August (1st Saturday)

Pavilion, Prairie including the middle of the Park between the west ball diamond and the pavilion.

6:00 a.m. to 4:00 p.m.

Chamber will be renting the Pavilion on the Friday before Antique Fair. The cost for the rental shall be the resident rate. The Chamber will use the Pavilion to store items the night before.

- The exact dates and times of the proposed event:

To be provided by the Chamber of Commerce in November.

- Estimated attendance:

Varies per event.

Breakfasts typically serve 300-500 with a support staff of 25. Antique Faire – 60 to 80 Vendors, 5-10 Staff and hundreds of customers.

- Number of tickets to be sold, if any:

Not Applicable.

- Nature of the proposed gathering(s):

Breakfast, Vendor Sales, Car Show & Livestock Swope.

b) Responsibilities of Organizer.

In order to demonstrate that Organizer has adequate plans to satisfy the responsibilities of this Agreement, Organizer has submitted the following information:

1. A feasibility review for the site with proposed venue layout.

Same as last year. The Antique Fair uses the prairie and areas around the horseshoe pits along with the Pavilion.

2. Providing all necessary appurtenances for said Event including, but not limited to, additional trash cans, fencing and portable facilities such as restrooms.

Tents will be setup on site as needed. Portable restrooms & additional garbage services are the responsibility of the Organizer.

3. Procuring and providing every aspect of the Event including, but not limited to, all arrangements, logistics and food service.

BCC will be responsible for all arrangements and logistics.



Memorandum of Understanding

4. Setting up and tearing down all structures relating to the Event.

BCC will be solely responsible for all set and tear down concerning all events. The kitchen cannot be used for storage between events.

5. RESPONSIBILITIES OF CITY

A. The City shall provide:

1. The use of the requested venue for the specified dates. Normal day use of the Park shall be permitted. Normal day use includes people using the river, playground equipment and other normal uses of the Park during the Event.
2. The use of all the buildings including the buildings and areas as described above.
3. Existing restrooms, trash cans and dumpsters.

6. **COMPENSATION.** A deposit shall be placed on file with City Hall for the use of the pavilion in May. The standard deposit is \$150. The Chamber shall provide a deposit of \$150 for the use of the pavilion. The intent of the deposit is to be a rolling deposit. If the City finds the Pavilion in an unacceptable condition, the deposit will be applied appropriately and the City will contact the responsible party. If the pavilion is cleaned and returned in the proper condition, the City shall return said deposit at the end of the event season. A Chamber representative(s) and/or the Event Chair should meet with the Park Caretakers to ensure the facility is returned to the proper condition.

Council voted unanimously on November 26th, 2013 to provided \$1,200 to the Chamber annually for the installation and maintenance of the downtown flower baskets executed each year by the Chamber. The City would like to receive an invoice in October of each year.

7. **RECREATIONAL IMMUNITY.** Due to recent changes in State Law, the City must have the maximum amount of flexibility to revise this agreement as changes come available through City/County Insurance Services (CIS) or through case law in the Oregon Court System. Resulting policy shifts from CIS may cause the Parks & Open Space Advisory Board and Council to adopt policy that could impede past practices and precedence of City operations in Pioneer Park. Changes could cause the BCC to provide additional proof of insurance, or could result in changes in requirements of the BCC to name a few examples. The future of individuals camping in Pioneer Park and the use of the kitchen are two major areas that could easily change due to policy shifts, risk analysis or otherwise. The City is under the legal obligation through their contract with CIS to follow necessary policy requirements as may deemed necessary for the good of the pool.

8. **ENTIRE AGREEMENT.** This document embodies the entire agreement between the parties. There are no promises, terms, conditions or obligations other than those



contained herein. This agreement shall supersede all prior communications, representations or agreements, either verbal or written, between the parties.

9. MODIFICATION AND WAIVER. No change or modifications of this agreement shall be valid or binding upon the parties hereto, nor shall any waiver of any term or condition thereof be deemed a waiver of such term or condition in the future, unless such change or modification or waiver shall be in writing signed by all the parties.

9. INTENT. The intent of this Agreement is to cooperatively work together to create a working relationship that will be mutually beneficial.

City:

Organizer (BCC):

S. Scott McDowell
City Administrator

John Morrison
President

Date:

Date:

S. Scott McDowell

From: Knoll, Chuck <cknoll@co.linn.or.us>
Sent: Wednesday, November 16, 2016 3:21 PM
To: S. Scott McDowell; georgia@cityoftangent.org; blatta@ci.harrisburg.or.us; Hilary Norton
Cc: Boles, Alyssa; Carl Springer | DKS; Lane, Darrin
Subject: Linn County Transportation System Plan Community Outreach Meeting - City of Halsey - December 6 2016 @ 3:30pm
Attachments: Linn County Road Dept TSP - Media Release - Community Outreach Event Halsey Dec 6th .pdf

Date: November 16, 2016

*To: Scott McDowell, City of Brownsville
 Georgia Edwards, City of Tangent
 Hillary Norton, City of Halsey
 Brian Latta, City of Harrisburg*

*Re: Linn County Transportation System Plan Community Outreach Meeting for SW Linn County
 - City of Halsey - December 6 2016 @ 3:30pm*

Scott, Georgia, Hillary, and Brian,

Please forward this e-mail and attachment to appropriate folks in your city councils and jurisdictions that you think should attend this. We hope that you can also attend. Your input is vital and will be appreciated for sure. And yes – this is going out to other agencies (city, federal and State), and private land owners

Regards

*Chuck Knoll, PE
 Linn County Engineer*

Meeting Notice:

**Linn County Transportation System Plan Community Outreach Meeting
 – December 6, 2016, 3:30Pm to 5:30 pm at the City of Halsey City Hall**

Linn County is presently updating the Linn County Transportation System Plan. DKS Associates has been working with Linn County Road Department and Linn County Planning to update this plan. DKS Associates, a transportation planning consulting firm, has a contract with ODOT and Linn County to update Linn County's Transportation System Plan.

The intent of the plan is to identify and coordinate the improvement in Linn County's Transportation System to meet the needs of the businesses, commerce and the public. This includes coordination of improvements with those of the cities of Linn County. The effective implementation of this plan when adopted should also result in a cost effective implementation of improvements during the next 10 to 20 years. Presently, Linn County has a number of road and bridge improvements scheduled for the next few years. This includes both county roads as

well as state highways. This plan includes projects presently scheduled and looks further forward to the needs of Linn County as it grows in population as well as businesses and commerce.

One step of this process is community outreach in which input is obtained from the public, businesses and agencies to identify needed improvements to Linn County's Transportation System which should be included in the plan.

A community outreach event for those located in SW Linn County is planned to occur at the City of Halsey's City Hall on December 6th. A copy of the Media Release prepared for this event is attached.

We hope you can attend. Your input is requested and will be appreciated.

Please contact me if you have any questions.

Thank you

Regards

*Chuck Knoll, PE
Linn County Engineer
Linn County Road Department
3010 Ferry Street , S.W.
Albany, Oregon 97322
Office: 541 967 3919*



Linn County Transportation System Plan Update Community Workshop #2, December 6, 2016

A public event will be held to discuss the Linn County Transportation System Plan (TSP) Update. The public event will be held at:

**Halsey City Hall / Community Center Room, 100 W Halsey Street,
Halsey, Oregon from 3:30 to 5:30 PM**

This is an opportunity for community members to learn about the TSP update and give feedback about possible solutions to current and future transportation issues in Linn County. The county's updated Transportation System Plan will help guide improvements for driving, walking, biking, transit and other transportation modes over the next 20 years.

So far the project team has:

- Assessed how well the transportation system works today
- Assessed how conditions might change over the next 20 to 25 years

The project team is particularly interested in getting community input on ways to address these issues and make travel in Linn County safer, easier, and more welcoming and enjoyable.

The event will start with a brief presentation of the status of the update of the transportation system plan. This will be followed by obtaining input following the presentation as well as an open forum setting.

To learn more about the project and tell us what you think – and for those who cannot attend the event – please visit the project's website at www.linncountytsp.org. Those interested can also contact Chuck Knoll, Linn County Engineer, at cknoll@co.linn.or.us.



Municipal Court Proceedings Summary

11/16/16

8:30 a.m.

Court Proceeding with Colleen Garrison

Judge Lemhouse presiding

Judge Lemhouse informed Ms. Garrison of the penalty provisions of the Brownsville Municipal Code, stating she is only at risk of fines; this matter will be treated as a violation.

LCSO Sergeant Greg Klein testified laying out the case for Judge Lemhouse. Mr. McDowell, Brownsville City Administrator, was called as a witness. McDowell's testimony highlighted the ten year history of the property at 382 Kirk Avenue and the series of events that led to the citation by the City.

Steven Richard Meng interrupted the proceedings and was promptly informed by Judge Lemhouse that he is to remain silent unless called upon, or he would be held in contempt of court.

Ms. Garrison was asked to state her case. She called Steven Meng to testify on her behalf. He stated that he moved into the house in May 2016, and has been doing cleanup since that time. He said that if no fines were levied, he would move the appliance today. Ms. Garrison stated that she had put a tarp on the fridge so that it could not be seen from the north. She stated that she knows she is not in compliance. Ms. Garrison was very complimentary of Mr. McDowell. Garrison told the court that Mr. McDowell has always been kind and courteous. She appreciated the deadline extensions and the resources that Mr. McDowell had provided her through the years.

In closing, Greg Klein reviewed the particulars of the case.

Judge Lemhouse found the defendant guilty. He asked for the City's recommendation on sentencing. Mr. McDowell stated that according to the Brownsville Municipal Code the ordinance provides ten (10) days for the nuisance to be abated with no penalty. Judge Lemhouse considered the City's recommendation and required Ms. Garrison to appear on December 21st, 2016 for a compliance hearing at 8:30 a.m. here in this court room at City Hall. Judge Lemhouse asked Sergeant Klein to monitor the situation and be available to make a report to the court on that date. Judge Lemhouse stated for the record that he must impose a penalty if the appliance is not moved by the deadline (11/16/2016). This penalty may begin on the day of the citation which was August 25th, 2016 and will range from a minimum of \$25 per day to a maximum of \$100 per day.

This matter adjourned at 9:15 a.m.

Notes taken by: **Tammi Morrow, Administrative Assistant**
 255 N. Main Street
 P.O. Box 188
 Brownsville, OR 97327
 541.466.5880



Rec Center Inspection

Date of Inspection: 11.03.2016

Inspection Personnel: Public Works Superintendent Karl Frink
City Administrator Scott McDowell

Summary: Overall, things are in real good order at the Rec Center. Recently, Public Works Superintendent Karl Frink mentioned a few items of concern to Mrs. Chondra Evans who took care of those items very quickly. There are additional items that will require correction. The pictures below explain the concerns.

Mrs. Evans Fixes

What was the concern?

- The exit door was blocked and inaccessible.
- The exit door could still be marked to be in full compliance.



What was the concern?

- There were flammable materials being stored around the heating unit which posed a fire hazard.





What was the concern?

- There were flammable materials being stored around the heating unit which posed a fire hazard.



Requested Fixes

What are the concerns?

- No exit signs are posted and general housekeeping could prevent a necessary exit.





What are the concerns?

- Storage around these units must be contained to the wall unit. Equipment around these units should be relocated.



The City appreciates the care exhibited in the use of this building. We would like to make sure that these items are taken care of as soon as possible to prevent future problems. Our aim is to work cooperatively to address these issues and similar concerns. Please let us know if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to be "Sm", representing S. Scott McDowell.

S. Scott McDowell
City Administrator

A handwritten signature in blue ink, appearing to be "K7" followed by a stylized "O", representing Karl Frink.

Karl Frink
Public Works Superintendent

c: Parks & Open Space Advisory Board
Council
File

S. Scott McDowell

From: Randy Simpson <crf2ex@yahoo.com>
Sent: Wednesday, November 09, 2016 10:43 AM
To: S. Scott McDowell
Subject: You lose, so...

Scott,

As I'm sure you're aware, you prohibitionists in Brownsville lost the marijuana vote yesterday which means you HAVE to let us open our Green Cross Dispensary store in Brownsville now. No more of the "it's still illegal federally" BS, and/or "nobody wants you in Brownsville" talk.

I expect to see you go forward ASAP and modify your city's business registration form to allow marijuana business now. It shouldn't be too hard or expensive if you just adopt and copy the Medford one, like I suggested last year.

[http://www.ci.medford.or.us/SIB/files/APPLICATION%20FORM%20-%202015\(4\).pdf](http://www.ci.medford.or.us/SIB/files/APPLICATION%20FORM%20-%202015(4).pdf)

<http://www.ci.medford.or.us/SIB/files/MARIJUANA%20Supplemental%20Application.pdf>

We are re-applying for our dispensary license at the Kirks Ferry location now, and expect cooperation from the city of Brownsville, due to this recent election event.

Randy Simpson and Gayle Ashford
Green Cross Dispensary

Sent from my iPad

ATTENTION!

All your documents, photos, databases and other important personal files were encrypted using strong RSA-1024 algorithm with a unique key. To restore your files you have to pay 0.49153 BTC (bitcoins). Please follow this manual:

1. Create Bitcoin wallet here:

<https://blockchain.info/wallet/new>

2. Buy 0.49153 BTC with cash, using search here:

https://localbitcoins.com/buy_bitcoins

3. Send 0.49153 BTC to this Bitcoin address:

1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf

4. Open one of the following links in your browser to download decryptor:

<http://pizarz.internetdsl.pl/counter/?a=1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf>
<http://vidkris.com/counter/?a=1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf>
<http://www.dnbg.net/counter/?a=1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf>
<http://atpmello.com.br/counter/?a=1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf>
<http://benzol.internetdsl.pl/counter/?a=1BzrN7XKhqoFt2Qgb6wmchLjrLvHGDx8wf>

5. Run decryptor to restore your files.

PLEASE REMEMBER:

- If you do not pay in 3 days YOU LOOSE ALL YOUR FILES.
- Nobody can help you except us.
- It's useless to reinstall Windows, update antivirus software, etc.
- Your files can be decrypted only after you make payment.
- You can find this manual on your desktop (DECRYPT.txt).

8:15 AM today

7:30 Eastern time
M-F

*

Spokane Valley WA.
National Internet
Listing



Ransomware attack forces Madison County, Indiana to pay up

An unidentified attacker shut down county government systems and demanded payment, which the county officials said they will pay.



By **Mackenzie Carmen**

NOVEMBER 9, 2016 10:32 AM

BIO



(Getty Images)

A ransomware attack left county officials in an Indiana county unable to access their networks last week, ultimately forcing the county to pay the ransom.

After the attack struck Madison County, Ind., on Friday, most county services were rendered unavailable.

Neither the amount of the ransom nor the identity of the attacker have been made public.

"We're following the directions of our insurance carrier," Madison County Commissioner John Richwine told The Herald Bulletin.

Early estimates in the week placed restoration of county services on Wednesday, but a state worker told StateScoop that services are still being brought back online.

Before the decision had been made to pay the ransom, Hardin told the Herald, "Everything's pretty much shut down. We're planning on folks being at work, but we're letting the officeholders and the deputies make the decision on what they want to do."

On Saturday, county commissioners held an emergency meeting after being told they had seven days to pay the ransom. Commissioners unanimously agreed to pay the ransom.

This attack prevented almost all the county government agencies from effectively serving the public, Hardin said, with the exception of the county's voting operation for Election Day, which was housed on another system.

-In this Story-

States, Indiana, State & Local News, Innovation, Tech News, Cybersecurity, Attacks & Breach Malware, Digital Services, Shared Services, Websites, ransomware, cybersecurity

Stay alert to all the latest state and local IT news.

INTRODUCTION

When waves of change come, we can **sink, or swim.**

In 2015, CIS members proved again what we've known all along: Oregon's cities and counties are strong swimmers. With CIS coverage and services to keep them afloat, members are successfully navigating those waves and ensuring a positive future for their communities.

On the facing page, you'll see data about CIS' service to your entity over the past year, as well as a snapshot of coverage, claims, and participation by entity staff in key training and other CIS-sponsored events. A key to the data is below. Based on the numbers, you may want to encourage greater participation in our no-or-low-cost training activities, or inquire into grants for which your entity may be eligible. And of course, if you have questions, your CIS Risk Management Consultant, listed at the bottom of the back page, is standing by to guide you.

On behalf of our Board of Trustees and staff, thank you for your continued membership. Whatever waves of change come our way, we'll be riding them together!

Lynn McNamara

Executive Director

LINES OF COVERAGE

The various coverages in which your entity participates. Excess quake, flood, and Difference in Conditions are associated with Property coverage; excess crime and ^{cyber} liability are connected to General Liability coverage.

RISK MANAGEMENT ACTIVITY

Activities recorded by risk management staff on behalf of your entity. Please note that "return to work" does not include activities associated with specific workers' compensation claims.

THREE YEAR CLAIM NUMBERS

A compilation of the number of Property/Casualty (non-employee benefits) claims and various transactions associated with those claims over the past three coverage years.

RISK MANAGEMENT SERVICES PROVIDED

EAIP: Payments from the state Employer-at-Injury Program for worksite modifications and wages associated with workers' compensation claims.

Pre-Loss Legal Events: Great legal advice on employment-related issues, no cost! Each pre-loss event relates to consultation about a specific employee; each event often has several contacts with an attorney.

Learning Center Courses: CIS members have unlimited access to free online courses associated with the coverage in which your entity participates. CIS offers many in-person, on-site training courses as well.

GRANTS

Return to Work: In some workers' compensation cases, a little extra help is needed to get an injured worker back on the job. CIS Return to Work grants supplement funds provided through the Employer-at-Injury Program

Risk Management Incentive: Over a three-year period, members can use up to 25% of their 2013-14 liability premium, not to exceed \$5,000, on projects that will reduce liability claims. Members whose contribution exceeds \$30,000 can receive an additional \$5,000 in matching funds.

Worksite Wellness: Members in a CIS Benefits medical plan can receive funds to carry out worksite wellness activities. Funds are allocated based on compliance with wellness best practices.

Webinars: CIS conducts a variety of webinars, including monthly sessions on employment-related issues in which members can participate free of charge.

CIS Conference: The Annual Conference is CIS' premier training event. A grant is provided to each member entity to send one staff member free of charge, including conference meals and one night's lodging.

BAC/Open Enrollment Meetings: Members of CIS Benefits have opportunities each year to provide input on CIS programs via the Benefits Advisory Committee (BAC) and to be in-the-know about upcoming plans for open enrollment.

CITY OF BROWNSVILLE

AGENT: BARKER UERLINGS INSURANCE

2015 Risk Management Activity
Member & Travel Time

TOPICS	HOURS
Best Practices	0.00
Claims Analysis	0.00
Ergonomics	0.00
Inspection	0.00
Return to Work	0.00
RM Consulting	2.25
Safety Committee	0.00
Training	0.00
Other	4.50
TOTAL HOURS	6.75

Risk Management Services Provided in 2015

1. EAIP Work Mod Recovery Reimbursement:	\$0.00
EAIP Work Wage Recovery Reimbursement:	\$0.00
2. Webinars Registered for in 2015:	0
Webinar Registrants in 2015:	0
3. Attended the 2015 CIS Annual Conference:	YES
The 2015 CIS Annual Conference Attendees:	3
4. Pre-Loss Legal Events:	0
5. CIS Learning Management System courses registered:	2
6. Property Appraisal Completed:	NO
7. Attended Benefits Advisory Committee/Open Enrollment Meetings:	YES
8. Attended a Wellness Academy:	NO

Best Practice (BP) Survey Results

BP SCORE	MAX POSSIBLE SCORE	% CORRECT	% CORRECT AVG.*
General Liability			
122	146	84%	67%
Property			
38	42	90%	74%

*Average for all members.

Above % Correct Avg. Below % Correct Avg.

Grants in 2015

Coverage Participation

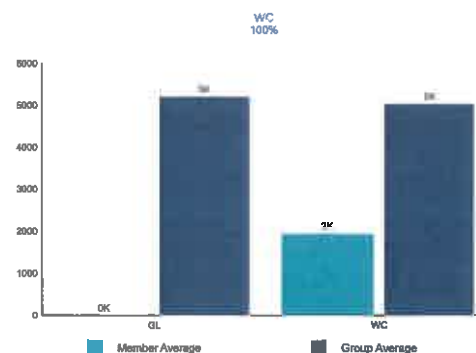
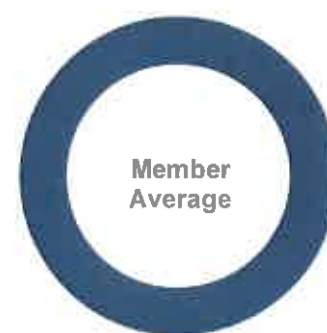
General Liability (GL)	YES
Auto Liability (AL)	YES
Auto Physical Damage (APD)	YES
Property (PR)	YES
Workers' Compensation (WC)	YES
Excess Quake	YES
Excess Flood	NO
Excess Crime	YES
Excess Cyber Liability	YES
Excess Liability	NO
Difference In Conditions	NO
Medical	YES
Dental	YES
Life	YES

Property/Casualty
Claim Summary

	CLAIMS	COSTS
2013-2014	3	\$3,595
2014-2015	1	\$290
2015-2016	0	\$0

Member Average, \$1,295

Group Average, \$17,262

Group Average = Cities w/
pop. less than 5kAverage Annual Claim Costs
by Line of Coverage



Received

City of Brownsville

OCT 31 2016

Clerk _____

Fall 2016

Natural Gas Public Safety

Dear Public Official:

NW Natural has been serving customers in the Pacific Northwest for more than 157 years. We design, build, operate and maintain the local natural gas distribution system – the pipes and infrastructure that carry natural gas to more than 718,000 customers.

NW Natural has an uncompromising commitment to pipeline safety. We want you as a public official to know about our efforts to provide safe and reliable natural gas service to the communities we serve.

NW Natural has implemented an integrity management program for our transmission pipelines and a broad-based public safety awareness program that includes a combination of advertising, targeted mailings and first responder training designed to educate the public about natural gas safety. Our proactive approach to damage prevention also emphasizes educating contractors about pipeline safety.

NW Natural's emergency response coordinators are available 24 hours a day in the rare event of a natural gas incident. Virtually every NW Natural customer field service employee is trained and qualified as a first responder. We also maintain a comprehensive incident command system to react to larger emergencies.

As your local gas utility, we believe it's as important to educate the community about natural gas as it is to maintain the highest standards of pipeline construction and maintenance. We are enclosing three documents with this letter. One is a brochure that describes our safety practices and philosophy, basic safety news, and important information we send to anyone living or working near a high-pressure transmission pipeline. Another contains information about how we ensure the safety of our pipeline system. We hope you find this all helpful.

The U.S. Department of Transportation has established the National Pipeline Mapping System, which is accessible on the Internet. If you are interested in finding the location of the transmission line in a certain neighborhood, please visit <https://www.npms.phmsa.dot.gov/PublicViewer/>. For additional natural gas safety information, please visit the safety section of our website, which includes details of our Pipeline Integrity Management program.

Natural gas is a safe energy source, and we believe a sound public education program will help us keep it that way.

Sincerely,

A handwritten signature in cursive script that reads 'Melissa Moore'.

Melissa Moore
Manager of Corporate Communications

Enclosures

PIPELINE SAFETY

NATURAL GAS SAFETY INFORMATION FOR PUBLIC OFFICIALS

HOW TO CONTACT US:
24-hour odor emergency line
800.882.3377




NW Natural is committed to designing, constructing, operating and maintaining our pipeline system in a safe, environmentally sound manner. We appreciate you taking time to become familiar with the following natural gas safety information. With your help, we can continue to provide safe, reliable natural gas service to the customers and communities we serve.



CALL BEFORE YOU DIG

Anyone who digs is required by law to notify underground utilities at least two business days in advance before they dig. Call the Utility Notification Center at 811 to have underground utility lines located at no charge.

CALL  **Know what's below. Call before you dig.**

OR CALL THE UTILITY NOTIFICATION CENTER:

IN OREGON 800.332.2344	IN WASHINGTON 800.424.5555
---	---

In addition, to ensure no one accidentally builds on top of natural gas service lines, mains or other natural gas facilities, consumers and businesses must call the Utility Notification Center or 811 before a remodel, expansion or any construction. It is the property owner's responsibility to be sure all NW Natural facilities at the premise are safe and accessible for future maintenance. If a "build over" occurs, the owner will be required to remove the obstruction at his or her own expense.

HOW TO RECOGNIZE A PIPELINE LEAK

In its natural state, natural gas is odorless and colorless. For ready detection, NW Natural injects an odorant into the gas before it is inserted into the distribution system. The odorant is so highly concentrated that even the smallest amount of natural gas can be detected. It gives off a foul smell, reminiscent of rotten eggs or sulfur. Any odor of natural gas may indicate a leak. Here are some steps to take if a natural gas leak is detected:

SMELL

- If you smell a rotten egg odor (or a sulfur-like smell)
- If you hear a blowing or hissing sound
- If you see blowing dirt

GO

- Leave the structure or area.
- **DON'T** use any electrical or battery-operated device, such as a light switch, phone, appliance or garage door opener.
- **DON'T** smoke or use a match or lighter.
- **DON'T** start a vehicle in a garage or near any natural gas odor.
- **DON'T** try to find the leak.

LET US KNOW

- Call NW Natural to report the odor immediately at 800.882.3377 (24-hour emergency line).
- Always call on a phone away from the area, a neighbor's phone or public phone.

PIPELINE RIGHTS-OF-WAY (Easements)

Pipeline rights-of-way (ROW) or easements are strips of land in which natural gas pipelines are installed. These pipelines range in size up to 24 inches in diameter and transport natural gas at pressures of up to 1,200 pounds per square inch (psi). To identify the location of buried pipelines within the ROW, distinctive marker posts are placed in the ground at intervals in the vicinity of the pipeline. Pipeline ROW are inspected regularly by NW Natural to check the ROW condition, conduct surveys for possible leaks, to install and maintain markers, and to ensure there is no



PIPELINE SAFETY *(continued)*

NATURAL GAS SAFETY INFORMATION FOR PUBLIC OFFICIALS

HOW TO CONTACT US:
24-hour odor emergency line
800.882.3377



NW Natural



activity that could threaten the safety and integrity of the pipeline.

RIGHTS-OF-WAY AGREEMENT

Most of the ROW on private property used by NW Natural are easements granted by either the present or former landowners. They are formal agreements granting the use of the ROW in perpetuity to NW Natural. A change in ownership of the property does not alter the agreement. To determine whether an easement is located on a property, the owner can request a copy of the agreement through the local Deed of Records Department.

USING THE RIGHT-OF-WAY

For safety reasons, the following land uses are prohibited under ROW agreements:

- Buildings, garages, pole barns, structures or foundations, overhanging roofs and balconies, garden sheds, patios, concrete slabs, signs, or swimming pools
- Wells or other boreholes
- Pile-driving or blasting
- Storage of flammable materials, equipment, bulk goods and vehicles
- Burning of such materials as waste, scrap lumber and slash
- Unauthorized roadways (temporary or permanent)
- Cable pulling of loads across or along the ROW
- Cutting down trees

Any kind of land use listed above, or any use that can impact the access to or safety of the pipeline is prohibited without prior written permission from NW Natural. If a property owner is considering using the ROW for any purpose other than lawns, flower beds, shrubs or a vegetable garden, they must call NW Natural's Risk and Land Department first at 503.226.4211.

If the proposed activities are deemed to have no adverse impact, NW Natural will respond with a letter granting approval.

OUR COMMITMENT

We have an uncompromising commitment to designing, constructing, operating and maintaining our pipeline system in a safe, environmentally sound manner. NW Natural strives to be a leader in the industry in pipeline safety. If you'd like to learn more about NW Natural's pipeline practices – and our Pipeline Integrity Management Plan – please visit nwnatural.com/Safety/Integrity.

Natural gas is an exceptionally safe energy source, and with your help in adhering to the instructions provided in this flyer, we can keep it that way.



FOR MORE INFORMATION

visit the safety section of nwnatural.com or call:
800.422.4012



Fact Sheet

SOCIAL SECURITY

2017 SOCIAL SECURITY CHANGES

o **Cost-of-Living Adjustment (COLA):**

Based on the increase in the Consumer Price Index (CPI-W) from the third quarter of 2014 through the third quarter of 2016, Social Security and Supplemental Security Income (SSI) beneficiaries will receive a 0.3 percent COLA for 2017. Other important 2017 Social Security information is as follows:

	<u>2016</u>	<u>2017</u>
o <u>Tax Rate:</u>		
Employee	7.65%	7.65%
Self-Employed	15.30%	15.30%

NOTE: The 7.65% tax rate is the combined rate for Social Security and Medicare. The Social Security portion (OASDI) is 6.20% on earnings up to the applicable taxable maximum amount (see below). The Medicare portion (HI) is 1.45% on all earnings. Also, as of January 2013, individuals with earned income of more than \$200,000 (\$250,000 for married couples filing jointly) pay an additional 0.9 percent in Medicare taxes. The tax rates shown above do not include the 0.9 percent.

o **Maximum Taxable Earnings:**

Social Security (OASDI only)	\$118,500	\$127,200
Medicare (HI only)	No Limit	

o **Quarter of Coverage:**

\$1,260	\$1,300
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o **Retirement Earnings Test Exempt Amounts:**

Under full retirement age	\$15,720/yr. (\$1,310/mo.)	\$16,920/yr. (\$1,410/mo.)
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NOTE: One dollar in benefits will be withheld for every \$2 in earnings above the limit.

The year an individual reaches full retirement age	\$41,880/yr. (\$3,490/mo.)	\$44,880/yr. (\$3,740/mo.)
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NOTE: Applies only to earnings for months prior to attaining full retirement age. One dollar in benefits will be withheld for every \$3 in earnings above the limit.

There is no limit on earnings beginning the month an individual attains full retirement age.

o **Social Security Disability Thresholds:**

Substantial Gainful Activity (SGA)

Non-Blind	\$1,130/mo.	\$1,170/mo.
Blind	\$1,820/mo.	\$1,950/mo.
Trial Work Period (TWP)	\$ 810/mo.	\$ 840/mo.

o **Maximum Social Security Benefit: Worker Retiring at Full Retirement Age:**

	\$2,639/mo.	\$2,687/mo.
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o **SSI Federal Payment Standard:**

Individual	\$ 733/mo.	\$ 735/mo.
Couple	\$1,100/mo.	\$1,103/mo.

o **SSI Resources Limits:**

Individual	\$2,000	\$2,000
Couple	\$3,000	\$3,000

o **SSI Student Exclusion:**

Monthly limit	\$1,780	\$1,790
Annual limit	\$7,180	\$7,200

o **Estimated Average Monthly Social Security Benefits Payable in January 2017:**

	<u>Before 0.3% COLA</u>	<u>After 0.3% COLA</u>
All Retired Workers	\$1,355	\$1,360
Aged Couple, Both Receiving Benefits	\$2,254	\$2,260
Widowed Mother and Two Children	\$2,686	\$2,695
Aged Widow(er) Alone	\$1,296	\$1,300
Disabled Worker, Spouse and One or More Children	\$1,990	\$1,996
All Disabled Workers	\$1,167	\$1,171



Quality Information, Informed Choices

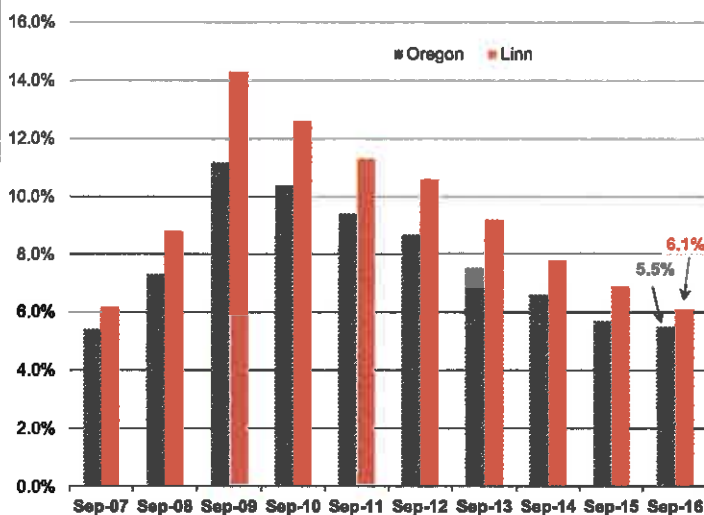
Labor Market Information

www.QualityInfo.org

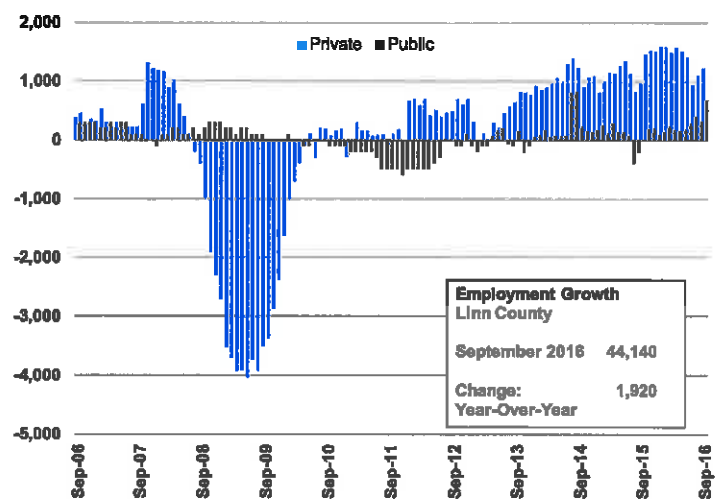
Mid-Valley Economic Indicators—Linn County (Albany MSA)

From September 2015 to September 2016, Linn County's private sector gained 1,240 jobs while the public sector also gained jobs. The manufacturing industry led the private sector employment gains over the year. Employment gains in the public sector were led by local education. Poverty rates have dropped over the past three to four years. Polk and Yamhill counties find themselves below the statewide rate and all four counties are trending down.

Unemployment Rates in Linn County Continue Over-the-Year Declines



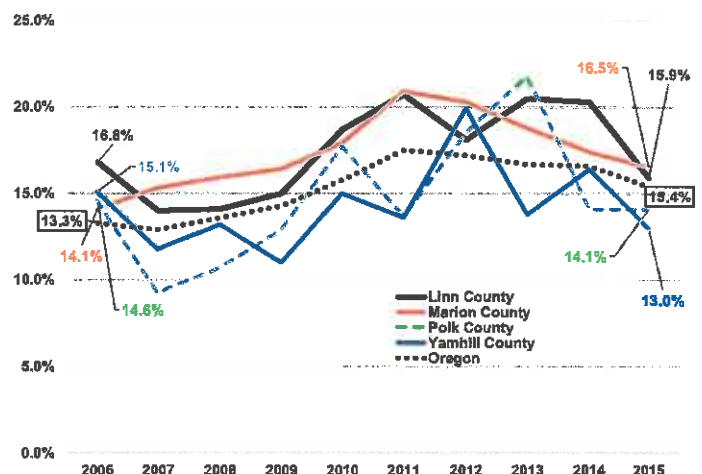
Private-Sector Employment Gains Continue Year-Over-Year Change, Sept 2006 - Sept 2016



Government Added The Most Jobs Sept 2015 to Sept 2016

Government (680, 9.8%)
 Manufacturing (440, 6.0%)
 Trade, transportation, and utilities (410, 4.4%)
 Leisure and hospitality (320, 9.4%)
 Construction (290, 10.9%)
 Education and health services (150, 2.7%)
 Other services (50, 3.5%)
 Mining and logging (10, 2.4%)
 Information (0, 0.0%)
 Financial activities (-110, -7.5%)
 Professional and business services (-320, -9.3%)

Percent of Population at or Below Poverty Level



For more information and/or to be added to the monthly e-mail distribution list, contact:

Will Summers, Workforce Analyst, Oregon Employment Dept.
 Serving Linn, Marion, Polk, and Yamhill counties
 William.A.Summers@oregon.gov

Join the conversation and stay informed!

oregonemployment.blogspot.com/

Twitter: @OrEmployment

Need a Speaker, contact me!

MONTH END RECAP

	OCTOBER 2016		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 24,245.21	\$ 41,691.66	\$ 245,872.82	21.04%	\$ 922,652.18	1
2 WATER	\$ 34,803.08	\$ 21,180.00	\$ 101,790.75	16.44%	\$ 517,459.25	2
3 SEWER	\$ 28,033.88	\$ 14,429.00	\$ 78,636.47	16.15%	\$ 408,288.53	3
4 STREETS	\$ 14,626.07	\$ 10,373.33	\$ 53,995.14	14.08%	\$ 329,604.86	4
5 WATER BOND	\$ 49.51	\$ -	\$ -	0.00%	\$ 85,003.00	5
6 SEWER BOND	\$ 408.54	\$ -	\$ 334,337.00	42.64%	\$ 41,838.00	6
7 SEWER DEBT FEE	\$ 10,996.40	\$ -	\$ 44,009.64	35.21%		7
8 BUILDING & EQUIPMENT	\$ 264.07	\$ -	\$ -	0.00%	\$ 665,500.00	8
9 WATER RESERVE	\$ 0.83	\$ -	\$ -	0.00%	\$ 78,229.00	9
10 HOUSING REHAB	\$ 145.24	\$ -	\$ -	0.00%	\$ 199,875.00	10
11 WATER SDC	\$ 49.08	\$ -	\$ -	0.00%	\$ 74,145.00	11
12 SEWER SDC	\$ 194.72	\$ -	\$ -	0.00%	\$ 273,965.00	12
13 STORMWATER SDC	\$ 36.89	\$ -	\$ -	0.00%	\$ 53,126.00	13
14 BIKEWAY/PATHS	\$ 126.48	\$ -	\$ -	0.00%	\$ 38,398.00	14
15 LIBRARY TRUST	\$ 4.33	\$ -	\$ -	0.00%	\$ 5,931.00	15
16 CEMETERY	\$ 299.32	\$ -	\$ -	0.00%	\$ 68,025.00	16
17 TRANSIENT ROOM TX	\$ 720.45	\$ -	\$ -	0.00%	\$ 4,400.00	17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19 LAND ACQUISITION	\$ -	\$ -	\$ 7,053.45	0.00%	\$ 9,972.00	19
20 COMMUNITY PROJECTS	\$ 138.55	\$ 1,272.45	\$ -	0.00%	\$ 149,446.55	20
	\$ \$ 115,142.65	\$ \$ 88,946.44	\$ 821,685.63	3.69%		

KeyBank Accounts

General	\$ 125,294.94
Utility (Closed 10/18/16)	\$ -
Park (Closed 10/18/16)	\$ -
Court (Closed 10/18/16)	\$ -
Oregon State Treasury	\$ 3,484,690.89
Community Improvements	\$ -

2016-2017

Appropriated \$ 4,747,544.00

YTD**% of Total****DEBT Payments****Totals**

Water	\$ 54,928.00
Wastewater	\$ 397,654.00
Total Debt	\$ 784,574.00
Water	\$ 6,145,365.00
Wastewater	\$ 6,929,939.00
Total	\$ 6,929,939.00