

Council Meeting
Tuesday – February 26th, 2019
7:00 p.m. in Council Chambers

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CITY OF BROWNSVILLE

Council Meeting

Tuesday, February 26th, 2019 **Location:** City Hall in Council Chambers

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: January 22nd, 2019
 January 19th, 2019 (Goal Setting Work Session)
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Oath of Office Mayor Don Ware
 - B. RAIN Update Corey Wright
 - C. Sweet Home Sanitation Rate Adjustment & Recycling
 - D. Audit Review McDowell & Morrow
- 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 2019.06: Solid Waste Rates
- B. Resolution 2019.07: Cemetery Bridge Repairs (TBD)

10) ACTION ITEMS:

A. Central Linn Community Foundation Partnership

11) DISCUSSION ITEMS:

- A. DEQ & Storm Water Rules
- B. Goals & Priorities 2019-2020
- C. Sidewalk Program
- D. OGEC Preparations
- E. January Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

Council will be holding a retreat discussion immediately following the Council meeting to discuss unfinished business from the retreat held January 19th, 2019.

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.

January 22nd, 2019

ROLL CALL: Mayor Don Ware called the meeting to order at 7:00 p.m. with Councilors Thompson, Chambers, Shepherd, Block, and Councilor-elect David Hansen present. Councilors Neddeau and Gerber were excused. Administrative Assistant Tammi Morrow, Public Works Superintendent Karl Frink and City Administrator Scott McDowell were also present.

<u>PUBLIC</u>: Kim Clayton, Elizabeth Coleman, Jannea Deaver, Dave Brown, Tim McLain, Jered and Stephanie McLain, Bryan Bradburn, Bob Anderson, Lori Garcy (*BAA*), Sgt. Greg Klein (*LCSO*), and Jorden Parrish (*The Times*).

The pledge of allegiance was recited.

<u>ADDITIONS AND DELETIONS</u>: McDowell would like to add several items to the agenda tonight: 10) F. Cemetery Bridge Report, 10) G. Linn County Judgeship IGA, 11) E. Main Street Crosswalks.

MINUTES: Councilor Block made a motion to approve the December 18th, 2018 meeting minutes as presented. Councilor Shepherd seconded the motion, and it passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

- 1. R 2019.01 Councilor Shepherd Public Service Recognition. Mr. McDowell read R 2019.01 thanking Councilor Shepherd for his many years of outstanding service, unmatched commitment and significant contribution to the community and City of Brownsville. He then presented Councilor Shepherd with a plaque and an engraved pen.
- 2. <u>Oath & Affirmations.</u> Mr. McDowell administered the Affirmation of Office to David Hansen and Tricia Thompson. Councilor Shepherd stepped down and Councilor Hanson took his seat.
- 3. Brownsville Art Association (BAA) Dr. Lori Garcy. Ms. Lori Garcy was present to give the annual report to Council from the BAA. She expressed the BAA's gratitude for the space and the great support they get from the City. They have been in the building for 9 years in July, which is just amazing. BAA has \$5K in reserves as an effort to be self-sustaining. They appreciate that the City charges them a minimal amount for rent and expenses; and are grateful for the MOU that extends the City's approval for the space for three (3) more years. This year they have been working with the Chamber. This partnership has enabled them to utilize more volunteers, and be able to be open to the public more often. One thing they have discovered this year is diminished class sizes. Research indicates it is because more folks seem to be utilizing YouTube videos for instruction, then actually participating in classes. They are brainstorming ways to entice artists into the building for instructional training opportunities.

DEPARTMENT REPORTS:

1. <u>LCSO Sheriff's Report</u>. Sergeant Klein reported that in December there were 9 traffic citations, 24 warnings, 87 complaints, 13.5 hours for traffic enforcement,

and 211 hours overall. Klein did check on the January cites and they were up to 18 cites and 24 warnings as of today. Klein stated that the LCSO will have extra patrols out on Superbowl Sunday as well.

2. Public Works. Public Works Superintendent Karl Frink reported that Public Works switched over to the wells this month. Frink reported that one well failed. and the other one was not working properly. Repairs have been made, and all is in order again. The downtown sewer collection system has had significant problems this month. It is a combination issue between the City main and customer lines. Mr. Frink called the vactor truck in and addressed 5 root wads and several grease areas causing blockages. One downtown customer was very unhappy. When the vactor truck works, there is a lot of pressure in the lines. Air pressure ended up sucking all the water out of the unhappy customer's toilet and put sewer gases in her building to improper venting in the customer's property. She was very abrasive and unpleasant with Public Works. (This particular customer had a sewer problem at her residence in town several months ago. Frink went above and beyond in an effort to help. She subsequently made derogatory comments on Facebook, not understanding that the problem she was experiencing was her own.) The customer discovered that their building does not have proper venting. As the building owners, they will need to address the situation to avoid another problem. Frink estimates that the vactor truck was able to remove about 90% of the grease in the lines. This timely repair helped us avoid a major sewer backup in the downtown sewer lines.

Superintendent Frink continues to work on DEQ regulations and requirements to keep the City in compliance.

Public Works Staff continues to work in Pioneer Park raking and picking up leaves. Recently, a person was trespassed out of the park and arrested. It appears the situation has been going on for several months. Santiam Tree Service removed a large tree in the cemetery. They did a great job of avoiding damage to nearby headstones or the surrounding grounds. All debris was picked up and hauled away. Councilor Chambers thanked Mr. Frink for his reports and ongoing education for Council. It is much appreciated.

3. Administrator's Report. Mr. McDowell stated that Resolution (R) 2019.02 – Appointing Pro Tempore Judges was placed on Council's desk tonight. It is ready for passage. Council will also find an e-mailed invitation from United Way, and policy planning notes from Saturday's goal setting session. Council values seem to be in in order, maybe a few additional comments will be added.

Councilor Block and McDowell recently attended the LCSO quarterly meeting. Sheriff Yon was present. Councilor Block again asked for more work in the traffic area. The warnings are out of balance in comparison to citations and he asked for the situation to be addressed. Other cities, during the meeting, expressed the same issue. McDowell stated that a lively discussion took place and we are hoping for better results moving forward. The next meeting is scheduled for March because the 2-year agreement is expiring and needs to be renegotiated. Hours and personnel costs will be discussed at length. Councilor Block thought that it was the most productive meeting so far.

Mrs. Coleman and Mr. McDowell attended a meeting with the Linn County Planning & Building Department. Several cities were present for this cooperative meeting. Linn County is working on connecting to the State E-permitting system. The cities expressed that these customers are citizens that are building businesses and homes in our towns. All the cities present have an intergovernmental agreement (IGA) and would like to work with the County to streamline the system and the overall process.

McDowell reminded Council that in this month's agenda packet there is reoccurring legislation for informational purposes. He also reported that soon the City will have audio visual equipment for use. This equipment will be used for agendas and will roll through items as Council conducts their monthly meeting.

McDowell also thanked Staff for all their support and hard work during this busy, hectic month!

- 4. Library Report. No comments.
- 5. **Court Report.** No comments.
- 6. **Council Comments.** No comments.
- 7. Citizen Comments. Bob Anderson, Stanard Avenue, stated that he recently read the letter to the editor in the paper regarding the plan or proposal for dealing with pedestrian areas in town and was not happy. Firstly, he thanked Council for serving the community. Secondly, enough is enough! Mr. Anderson stated that we can't lose our mind on this crosswalk issue! He would like to see more tickets written for speeding; perhaps some speed readers could be used to increase awareness. The issue is important to address, but this proposal is really overdone. We all love Ed Petermen, he is fixture in the community, but this proposal is not warranted.

LEGISLATIVE ITEMS:

- 1. Resolution 2019.01 Shepherd Public Service Recognition.

 Councilor Hansen moved to approve as presented. Councilor Block seconded the motion, and it passed unanimously.
- 2. Resolution 2019.02 Appoint Pro-Tempore Judges (Annual).
 Councilor Block moved to approve as presented. Councilor Chambers seconded the motion, and it passed unanimously.
- 3. Resolution 2019.03 Commitment to Safety Program (Annual).

 Councilor Block moved to approve as presented. Councilor Hansen seconded the motion, and it passed unanimously.
- 4. Resolution 2019.04 Disburse Transient Room Tax (Annual). Councilor Block moved to approve as presented. (This disbursement goes to the Brownsville Chamber of Commerce.) Councilor Hansen seconded the motion, and it passed unanimously.
- 5. Resolution 2019.05 Authorize Check Signers. McDowell stated that bank requirements are cumbersome. We are trying to make this as easy as possible. Councilor Chambers moved to approve R 2019.05 stating that as the City Administrator, Mr. McDowell is authorized to make these changes and conduct City business. Councilors Block and Neddeau have agreed to be additional check signers. Mayor Ware and Mr. McDowell will remain check signers as well. Councilor Thompson seconded the motion, and it passed unanimously.

ACTION ITEMS:

- 1. <u>Appoint Council President (Two Year Term).</u> Councilor Chambers made a motion to nominate Councilor Block. No other nominations were made; nominations were closed. Councilor Hansen seconded the motion and it was approved unanimously.
- 2. <u>Appoint Cascade West Council of Governments Representative (Two year Term)</u>. McDowell stated that Mayor Ware and Councilor Neddeau are willing to continue to be representatives if Council so desires. They have been doing a great job, and continuity in the position would be good at this time. Councilor Block moved to reappoint Mayor Ware and Councilor Neddeau to these positions. Councilor Thompson seconded the motion and it was approved unanimously.
- 3. Appoint Central Linn Recreation Association Liaison (Two Year Term). Mr. McDowell stated Councilor Block recently served as liaison and Councilor Chambers had served in this capacity two years prior. Councilor Thompson indicated that she would be willing to serve in this position. Councilor Block moved to appoint Councilor Thompson to this position. Councilor Chambers seconded the motion and it passed unanimously.
- 4. <u>Mid Valley Bike Club.</u> McDowell stated that this group camped in the park last year by agreement. The folks were very respectful and responsible. He would like to recommend the same agreement for this year. *Councilor Chambers moved to approve an agreement with the Mid Valley Bike Club. Councilor Block seconded the motion and it was approved unanimously.*
- 5. Ed Putman Proclamation. Mayor Ware stated that Ed Putman turns 100 years old on March 22nd, 2019. Ware is intending on proclaiming that weekend as Ed Putman weekend. His daughter is very appreciative of the City for this recognition. She is tentatively planning a celebration at Randy's Main Street Coffee at 8:00 a.m. on March 22nd, 2019. By consensus, Council approved this proclamation.
- 6. <u>Approve Judgeship IGA Agreement.</u>
 Councilor Block moved to authorize Mayor Ware and Mr. McDowell to execute the Linn County IGA. Councilor Hansen seconded the motion, and it passed unanimously.

DISCUSSION ITEMS:

1. <u>Cemetery Bridge Report.</u> McDowell reported that McGee Engineering inspected the bridge as an effort to develop a plan of action. McGee's first recommendation was to close the bridge. That is impossible as the McLain family

resides up there. Public Works Superintendent Frink has sent out requests for quotes to repair the bridge. Staff has received one quote and are waiting for more quotes to come in before a firm decision can be made. Staff recommends hiring McGee Engineering to professionally inspect the bridge during repairs. It is estimated that there are enough funds in the street budget to complete these repairs this fiscal year. With these repairs is it estimated that the bridge should have a rating of 17-33 tons. Councilor Hansen made a motion to authorize Mayor Ware and Mr. McDowell to enter into a repair contract not to exceed \$85,000, and engineering fees not to exceed \$6,500. Councilor Thompson seconded the motion, and it passed unanimously.

- 2. <u>Budget Advertisements 2019.</u> Mr. McDowell reported that Council will begin to see the annual budget advertisements appearing in the local paper soon as required by State Law.
- 3. <u>Goal Setting Session Recap.</u> McDowell requested that Councilors Chambers and Neddeau have their suggestions submitted to McDowell as soon as possible. There will be a conversation around the issues at February Council meeting.
- 4. <u>December Financials.</u> Mayor Ware mentioned that the City's reserves have now reached the \$5 million mark! Ware said this was a goal set many years ago. He is excited to see this milestone achieved.
- 5. Approve TMDL Changes. McDowell included the TMDL plan changes in the packet. He provided two sets, one with the mark ups by the State and the one completed by Staff under the direction of Council in response to the State proposal. There are things DEQ is requesting that the City is not doing by direction of Council. They want the City to adopt a model ordinance. We already have this process in place for reviews of all development that occurs in the City. Many of the things DEQ is asking for are already being done. One recommendation was for Council to subjugate their authority to the Calapooia Watershed Council, a non-political body. Council's across Oregon continue to be pre-empted by the State. If Council continues to give away their authority, what will be left in ten (10) years time? TMDL was a voluntary program in 2008. Now regulators are threatening findings and orders for compliance.

Changes that McDowell and Frink were told to include were rejected. McDowell stated that "as resources allow" the City would implement the Parks Master Plan. Language included by the State required enforcement which violates Council's discretionary immunity. McDowell would like to contact Jon Erwin, the City's former City engineer, and have him come talk to Council about the regulations and what he witnessed during his career. TMDL is a component of The Clean Water Act and it was originally geared toward cities of 50,000 or more population. It was never intended to apply to small cities like Brownsville. The major concern is the end-goal of this program. Stormwater treatment is being required in major cities around the nation. The to the citizens of the City of Brownsville would be between \$12 - \$16 million. TMDL folks say that the City of Brownsville should have a stormwater system. Brownsville does not have one based on the study performed

by Lee Engineering. How much tax burden can Council ask the citizens to bear? Multiple issues continue to inundate cities with expenses, the main water line break, aging beyond useful life of downtown sewers, etc. Our financial position is good, but our current ability to bond is limited due to the refinancing of the bonds in 2016. A new water treatment plant is scheduled for consideration in 2024, as well as aging park buildings and the future of the Central Linn Recreation Center. Council agreed to go forth with this draft.

6. <u>Downtown Crosswalks.</u> On Council's desk tonight there is an 1884 map from the Library of Congress Mr. Buzzard found. The map details suggestions on installation of additional stop signs and lowering the speed limit to 15 mph. It is important to consider ramifications these new ideas may have. Large vehicles will have a hard time getting around the corner by Carlson's due to stop signs being added. Critical parking spaces may be eliminated. McDowell recommends sending Staff forward to do additional research and gather information with Linn County. Estimated cost for a traffic engineer would be \$3,500 - \$6,500. Council consensus agreed to gather more information before proceeding.

<u>CITIZENS COMMENTS</u> — Stephanie McLain expressed concern about the cemetery bridge safety. They have needed fire assistance in the last few months, and want to make sure that the bridge will allow fire trucks to cross. After the bridge repairs are done, it will then be determined what load rating the bridge will bear. A new bridge is expected to cost about \$250,000, which the City simply doesn't have funding for at this time.

<u>COUNCIL COMMENTS</u> — Councilor Thompson suggested having a work session after the February Council meeting to continue to work on items not finished from the Goal Setting Session. Council concurred.

<u>ADJOURNMENT</u>: Councilor Block moved to adjourn the Council meeting at 8:24 p.m. Councilor Chambers seconded the motion, and it passed unanimously.

C': 41 ' :	
City Administrator S. Scott McDowell	Mayor Don Ware

Council Retreat & Goal Setting Session Minutes

January 19th, 2019

Members of Council met this day in the Community Room for a retreat and goal setting discussion at City Hall, Brownsville, Oregon at 8:00 a.m. to 12:30 p.m. Goal setting, open to the general public, began at 11:05 a.m. (The retreat started at 8:30 a.m. to wait for Councilor Chambers.)

Present: Mayor Ware, Councilor Block, Councilor Gerber, Councilor Thompson, Councilor-Elect

Hansen, Councilor Chambers (8:25 a.m.) Administrative Assistant Tammi Morrow & City

Administrator Scott McDowell.

Absent: Councilor Neddeau.

Public: Mr. Allen Buzzard (11:05 a.m.)

McDowell called the meeting to order at 8:30 a.m. explaining the order for this morning's session. McDowell handed the floor over to Councilor Gerber who discussed the results of the Clifton Strength Finder analysis that was taken by each member. Councilor Gerber explained that the purpose of this exercise is to identify one strength that will help keep the group on task over the course of the year. Members shared their strengths as a way of helping each other understand areas that may have blind spots and other areas where members maybe did not recognize they had a strength.

Councilor Gerber recorded some of the strengths and weaknesses of each type. The information is attached to these minutes as Exhibit A.

Mayor Ware then took the floor to discuss meeting process and conduct. Members shared ideas to improve the overall performance of Council. Mayor Ware recounted some of the tools Council can use including how to call for a recess, how to table an item or discussion point, indicate that more research will be completed, indicate that Council will take an item or an issue under advisement, or say no. Discussion ensued on how these different tools would be used at an actual meeting.

McDowell did not cover 2017.2018 Goal Review due to time constraints. McDowell showed a movie that highlighted some of the challenges Council faces while discharging their duties as Councilors.

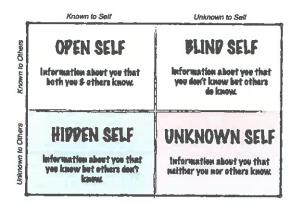
McDowell then moved to open the meeting to the public. (11:05 a.m.)

McDowell began by outlining how the discussion would take place. Councilors would ask questions for clarification or to better understand certain policy items. The policy items are attached to this document as Exhibit B. Exhibit B will be included in the agenda packet for the February meeting. McDowell went methodically through the list and some discussion ensued regarding certain items. Members were interested in clarification on storage units as living quarters. McDowell highlighted items Council is already working on, discussed the importance of advocacy and spoke about the importance of Home Rule.

Lunch was served. The meeting adjourned at 1:14 p.m.

ATTEST:	
Scott McDowell	Don Ware
City Administrator	Mayor





Four Types: 1) Executing, 2) Influencing, 3) Relationship Building & 4) Strategic Thinking

Executing

Strengths:

- ★ Able to think in short-term
- ★ Action get things done
- ★ Don't take things personally
- ★ Important to complete tasks
- **★** Time Management

Blindspots:

- **★** Finesse
- **★** Long-term perspective
- **★** Acts quickly

Roles on Council:

- ★ Keep ball moving forward
- **★** Decision making

Influence

Strengths:

- **★** Likeable
- **★** Non-threatening
- **★** Stability
- **★** Common sense terms
- ★ Common ground/bring people together

Blindspots:



- **★** Bring lemmings over the cliff
- ★ Care about what others think [too much]
- ★ Conflict avoidance/don't [or won't] take a stand

Roles on Council:

- **★** Public relations
- **★** Advocacy

Relationship Building

Strengths:

- ★ Recognizes community & individual dynamics
- **★** Listening skills
- * Seeks to understand

Blindspots:

- ★ Feel deeply/worry about disappointing [others]
- **★** Less objective
- **★** Vulnerable to criticism

Roles on Council:

- **★** Team building
- ★ Making sure perspectives are heard
- **★** Hearing from the community

Strategic Thinking

Strengths:

- **★** Can think long-term
- **★** Seeing overall vision
- **★** Timelines
- ★ Can see big picture

Blindspots:

- ★ Not focused/things don't get done in moment
- ★ Impatient with non-goal/non-essential [items]

Roles on Council:

- ★ Long-term goals
- **★** Professionalism
- **★** Planning



2019 Council Policy Planning Discussion

A. Storage Containers

★ The City does not have any rules in place for metal storage containers. People are using them

not only as accessory structures for storage, but also as primary residences. Does Council want to address rules that shape the use of storage containers? Do storage containers as primary or secondary structures match the historic image Brownsville attempts to project?

B. Building Rules (Old Manufactured Home)

★ Some people want to move in old manufactured homes such as trailers into single family areas and other areas of the City. The City does not have any rules to address this issue. Recently, a resident wanted to tear down a house to install a 1992 house trailer.



C. Signs

★ The City could consider better definitions for the sign ordinance to incorporate elections signs and other temporary signs utilized throughout the City. Public awareness and shifting rules must be done carefully.

D. Building Standards (Architectural Aesthetic)

★ Staff presented this issue to the Historic Review Board before the Dollar General started building. No recommendations were made, so the City had no applicable standards for the Dollar General to follow. The City requested certain aesthetic items be completed, but had zero force of law. Does Council wish to address this issue?

E. Buffer Zone (Noise, Light Trespass & Odor)

★ Defining noise and odor complaints in a better way... Incorporate a standard?



F. Kirk Avenue Paving

★ Self-funding this project would take years. Bonding this project would expend all the City's remaining bond availability through 2024. Council could grind & overlay the pavement, but drainage and other issues would not be addressed. Creating a LID would cost property owners thousands of dollars extra each year on their taxes.

G. Facilities Review Committee Outcome

★ Continue to press forward on ideas for funding the Central Linn Rec Center tapping into the broader Central Linn tax base through conversations with

community stakeholders and partners.

H. Facilities Review Committee Outcome: Part II

★ Continue to press forward on ideas for funding improvements to Pioneer Park facilities.



I. TMDL

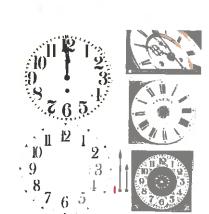
★ Change is coming rapidly on this issue. The City could be forced to create a storm water utility which would be added to the current utility bill. The total costs to implement this kind of program based on EPA end-goal scenarios could be upwards of \$16,000,000. DEQ is starting small. First, it was a volunteer program they made the cities do. Now they are starting to impose fines on cities who do not comply with the requirements they are promulgating.

J. Future Capital Improvements: Water & Wastewater (2024)

★ The City is rapidly approaching a major Water Treatment Plant & Distribution System improvements bond. The project will include a major overhaul of the WTP, a new water reservoir and upgrades to many distribution lines.

K. In-Fill: Public Works Standards

★ The City has many "dry lots" meaning lots that cannot develop due to the high development costs associated with developing one or two lots/parcels. The City could fund improvements for these areas and assess the costs back on



the properties in the future. The benefit is that in-fill areas would be able to be built out, but the City would have to come up with the capital to extend critical infrastructure such as water lines, wastewater lines and streets.

L. Right-of-Way Infringements

★ The City has many areas where private property owners have placed private property on the City ROW. Council needs to address this issue before it becomes a major legal issue.

M. Clarity on Subdivision/Lot Splitting (1188 Linn Way/Prettyman Loucks Way)

★ State and local law need to be clarified when people develop properties. People are trying to skirt rules and by doing so cause harm to Brownsville taxpayers. Council needs to continually strengthen Code requirements to protect the public's investments.

N. Land Use Inventory (Kinney)

★ The City is attempting to redefine city limits and the Urban Growth Boundary (UGB) with work currently being performed by Dave Kinney and Staff.

O. Universal Garbage Service



★ Council considered this option a few years ago, but given the recycling crisis it seems even more relevant. Councilor Chambers brought this up last Fall as a goal setting discussion. Universal service would require all homeowners to have garbage service through Sweet Home Sanitation. The benefit is less garbage being burned and stored on properties around town. Staff continues to have problems with people storing garbage which causes public health concerns.

P. Internet Service Provider

★ Council and Staff are working on bringing Alyrica to Brownsville. Alyrica plans on installing a fiber optic system throughout town.



Q. Charter & Home Rule

★ Advocacy is needed to ensure local policy bodies such as Council have control over their jurisdictions. Every legislative session the State requires unfunded mandates and dictates what cities shall do. This is not the way the Oregon Constitution is written. Council needs to advocate for their power and self-governance.

R. Legislative Committees (LOC)

★ Does Council want to attend or want Staff to volunteer for legislative committees through the League?

S. Letter Writing Campaigns

* Recently Council appointed Ware and Gerber to assist with advocacy letters for the State Legislature and the League of Oregon Cities. There are going to be a plethora of key issues this legislative session and others in the future. Council must work on getting better at rallying the troops on important issues that impact the City and its tax payers.

T. Policy Advocacy & Possible Committee

★ Council could form a sub-committee that assists with the task of tracking key bills through LOC that are being presented in Salem and Washington D.C. The sub-committee could include Council members and civic minded citizens that could carryout a vision created by Council that would protect Brownsville's interests.



U. Economic Development

★ Council should consider their role and purpose toward this effort. The City has done a lot of regional things over the last few years. Many new things in town are beaten to death by citizens. Council should consider a public education piece around development and key issues. Council should start by educating themselves better on key issues as they happen in Brownsville and the surrounding area.

V. Private Property & Private Development

★ Understanding the nuances Staff deals with in attempting to locate anything from a retail store to a housing development. Knowing the innerworkings of the process can help keep peace in the City. The Dollar General project was a 'train wreck' in terms of misinformation, disinformation in the community.

W. Emergency Preparedness Discussion

★ Evaluate what's working and what isn't. How do we really get the broader community to care about being ready for a major emergency? What are the City's limitations and what groups could be tapped to help address these important issues?

X. ...Any Utility Thoughts...

Y. Camping & Recreational Immunity



★ The City must be ever vigilant advocating for recreational immunity. Courts continue to make rules that could force the City to abandon allowing camping in the park or even having a park system.

Z. Street Address Campaign

★ Many homes in Brownsville are not properly addressed. It is the responsibility of the property owner, but the City's efforts to inform residents has fallen on deaf ears.

AA. Water Rights

★ The City must always protect its water rights. Jon Erwin's retirement has caused some changes that Council should be aware of. Reviewing the entire issue of water rights is of the utmost importance for everyone in Brownsville.

BB.Crosswalks Planning (11.27.2018)

★ Allen Buzzard will be presenting a plan for Council review that will correct some of the vision issues with parking on Main Street. Council should decide what they would like to do with the plan or with any other proposal for that matter. The City Engineer and the Public Works Superintendent will be required to review any

proposals. If Council should approve any proposal, it would then have to be formalized through the City Engineer and sent to the Linn County Road Department for review and possible acceptance.

CC. Coffman & Cul-de-sacs Exploration

★ Does Council want Staff to have a complete engineering review of all areas that have cul-desacs? Mr. Coffman thinks if Fields & Moody Court have to have No Parking that all other cul-de-sacs should as well.

DD. Marijuana Money Disposition (Future)

★ Council should discuss revenue derived from marijuana sales.

EE. PPA Picture Gallery

★ Council should plan on meeting with the Linn County Pioneer Picnic Association to discuss the future of the Picture gallery.

February 26th, 2019

From:

S. Scott McDowell Mayor & Council

To: Re:

General Business

One liner of the month

Experience is what you get when you don't get what you want.

Note: The first section of this report is important because it provides an overview of topics to be discussed the night of Council. If an item title is highlighted in green, that indicates the item is part of Council Goals which are on the Council room wall or in the budget. When you see this symbol, □, it means I will provide more information at the meeting.

"Nothing would be done at all, if a person waited until they could do it so well that no one could find fault with it." ~ John Henry Newman, Theologian

"We are told we must choose – the old or the new. In fact, we must choose both." ~ Susan Sontag, Writer

"The fear of being laughed at makes cowards of us all."

~ Mignon McLaughlin, Journalist



Baseball Hall of Famer Jackie Robinson

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

6) PUBLIC HEARINGS OR PRESENTATIONS:

- A. Oath of Office Mayor Ware will be officially sworn into office.
- RAIN Update Mr. Corey Wright will provide a Regional Accelerator Incubator Network (RAIN) report. The City joined with eight other cities that include Lebanon, Sweet Home, Halsey, Harrisburg, Philomath, Adair Village and Monroe and received a grant through the State's Rural Opportunity Initiatives (ROI) program. Recently, Mayor Ware forwarded a letter of support, included in the packet, to Senator Arlen Roblan requesting the State continue funding such local economic development efforts. The City was instrumental in moving this process forward coming from the Ford Foundation's Go Team effort that the City and the Chamber were heavily involved in since the inception of that group. We are working regionally on these challenging issues, which is a step in the right direction.
- C. Solid Waste Rate Increase Proposal Ms. Candi Unger and Mr. Brian White will be representing Sweet Home Sanitation to discuss a proposed 2.9% rate increase along with reimplementing the recycling program. I have included the current rates which is R 2018.17 and R 2018.06 which was the initial increase passed by Council last February. The proposed rate increase is R 2019.06. Be careful! Those numbers are tricky!

D. Audit Review – Administrative Assistant Tammi Morrow and I will do a brief presentation on the annual audit of FY 2017.2018.



9) LEGISLATIVE:

A. Resolution 2019.06: Solid Waste Rate Increase — Council reviews Solid Waste rates annually to keep pace with inflationary indexes.

What is Council being asked to do? Consider the resolution.

B. Resolution 2019.07: Cemetery Bridge Repairs – The City did not receive all three quotes until the 19th. Staff sent the proposals to McGee Engineering for review and a recommendation. Staff felt it was best to officially bring this back to Council for the final decision since the quotes/proposals did not come in the timeframe we were hoping for.

What is Council being asked to do?

Consider passing the resolution to award a contract for the repair of the cemetery bridge.

10) ACTION ITEMS:

11) DISCUSSION ITEMS:

- A. DEQ Storm Water Rules Discussion of the Registered-Guard article included in the agenda packet.
- B. Goals & Priorities 2019-2020 Council will review, discuss and hopefully choose some goals as presented at the Goal Setting Session on January 19th, 2019. The list is in the packet for your review.
- **C.** <u>Sidewalk Program</u> Councilor Block wanted to revisit the sidewalk program and discuss possible improvements.
- **D.** <u>OGEC Preparations</u> Soon you will be receiving notifications to complete annual OGEC electronic paperwork.
- E. January Financials

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

- Attended LOC training with Councilor Thompson and Councilor Hansen.
- Hosted the Community Events Scheduling Forum.
- ▶ Made the Bond payment transfer at KeyBank.
- ▶ Secured contract with McGee Engineering for inspection services.
- > Spoke with Darrin Lane about Main Street crosswalks.
- Councilors Block and Hansen attended the regional LOC meeting in Philomath.

- Prepared for the installation of Kamstrup water meters.
- ▶ Submitted the City's annual audit to the Secretary of State's Office and S & P.
- Met with DEQ regarding the TMDL Draft.



- ▶ Convened the ad hoc Joint Committee to discuss the Central Linn Recreation Center.
- Attended the quarterly EPC meeting.



Private Development on Private Property – Zoning divides a city into distinct districts that allow for specific types of development in certain areas/districts or zones. So, Brownsville has eight different zones that have different restrictions for use and development. In nearly all zones, the Brownsville Municipal Code allows outright permitted uses. Outright permitted uses do **not** need any land use actions by the Planning Commission such as conditional use permission for example. A private developer can locate in a zone that meets their needs, fits their application and they are legally allowed to proceed with their development – if it is an outright permitted use. The City has the right to ensure the development complies with Public Works Standards and goes through all the proper reviewing authorities prior to and during development of the property. The City does **not** have the authority to change the Code or restrict more stringently during a development.

The City has dealt with many questions from the public on the following developments over the last few years:

McFarland Cascade: The City nor the State of Oregon had a requirement for noise levels or noise abatement. The Planning Commission placed a condition in the original application for the development proposed by McFarland Cascade, but it had zero force of law. McFarland Cascade did their best to be a good neighbor by significantly investing in measures to reduce noise complaints received from the community.

Council has since passed noise requirements that will help with any future development(s).

Dollar General: Developers met all the requirements made by Linn County and the City to build their store.

Storage Facility: The developer ended up in a property line dispute with a neighboring property. The entire issue was a civil matter between two private property owners. The City's only involvement was to review the develop to ensure that Public Works Standards and requirements were met.

Housing Development: The Planning Commission did require a few conditions on this property due to the developer's desire to maximize the use of the available land. The developer has experienced delays with Linn County's flood requirements.

Why It Matters

The reason why Council passed Public Works Standards and has certain requirements is to protect Brownsville taxpayers. Standards and requirements ensure that utilities and improvements are

installed properly and evenly over time. The greater good is served by having a "level playing field" and so that improvements are bore by the developer and not the rate/tax payers.

HAPPENINGS

<u>Complete: Municipal Judge</u> – Linn County Commissioners approved the IGA as Linn County Counsel Gene Karandy indicated. The City is appreciative of this great cooperation that allows the City to use Justice Court personnel.

Active: Linn County Sheriff's Office Quarterly Meeting Outcome – From 01.22.2019: Councilor Block & I attended the quarterly meeting in Millersburg. Linn County District Attorney Doug Marteeny gave a presentation regarding Martin v. City of Boise; this recent ruling made by the 9th Circuit presents challenges with homeless people camping on public land. Linn County Sheriff Jim Yon, Captain Kevin Guilford & Lieutenant Michelle Duncan and all member cities were present. Councilor Block shared Council's collective wish to change the ratio of warnings to tickets. A lively discussion ensued about traffic enforcement in several communities. Sheriff Yon developed a plan of attack to address these on-going concerns from the cities. Overall, the meeting was useful. In March, the cities and the LCSO will work on the contract for the next four years so budgets can be set for FY 2019-2020. Cities total hours and LCSO labor costs were discussed. The next meeting will be in March.

Active: Linn County Planning & Building Department Meeting Outcome – I continue to work on moving this effort forward.

From 01.22.2019: I've worked regionally with several cities to set up a meeting with the Linn County

Planning & Building Department. The goal was to provide better service to citizens building new homes and businesses. Dovetailing the efforts of the cities and the County as it relates to permitting and buildings standards is imperative to this happening. The meeting was very well received, extremely positive. Both the County and cities present have a list of tasks to complete prior to the next meeting. Linn County agreed to provide city representatives with annual training between October and February which will help keep everyone on the same page with new requirements, fee schedules and the like. More to come!



<u>Cemetery Bridge Report & Options</u> □ – Council will be asked to pass a resolution to award a contract for the repairs to the bridge.

From 01.22.2019: McGee Engineering, hired by Council to review the condition of the cemetery bridge, provided a full report. The cover letter is in the agenda packet for your review. McGee Engineering is recommending the closure of the bridge as soon as practical. Since Jered & Stephanie McClain need access to their property, the City cannot close the bridge. Public Works Superintendent Karl Frink and I have discussed several options and are actively exploring the viability of those options. Options include:

- 1. Complete City Funded Bridge Replacement. Cost estimates range between \$200,000 and \$250,000.
 - a. Explore funding options through the State of Oregon.
 - b. Explore funding options through Government Capital Corporation.



City Administrator Report

- 2. Perform Extensive Bridge Maintenance. We are trying to determine if the pilings (foundational elements) are in good enough condition to simply replace the stringers (decking substructure beams). McGee Engineering has provided a list of contractors who would be capable of performing the work.
 - a. Design Build: The City could hire a firm to perform the maintenance.
 - b. Linn County Road Department: The City could ask for assistance from Linn County.
- 3. Linn County Road Department: Council could offer cash to Linn County to see if they are interested in including the bridge in their portfolio. Linn County owns the road from Northern Drive/Kirk Avenue to the bridge.
- 4. Private Bridge: The City could work with neighbors and secure an easement; others would build a private bridge and allow City access.

I hope to have more information at the meeting. I have discussed this matter at length with City Engineer Ryan Quigley & City Attorney Ross Williamson. Public Works Superintendent Karl Frink and I have developed plan to effectively to address this situation.

Water Meters & Water Management – Staff sent out letters prior to the new water meters being installed. I've included the letter in the agenda packet for the public record.

From 01.22.2019: Government Capital Corporation Loan: Mayor Ware and I executed the necessary documents to secure the loan for the new water meters. The City plans to budget the amount borrowed in the 2019.2020 FY Budget to repay the loan in July 2019. Staff is working on terms for the corporate installation of the meters. A letter will go out to all customers explaining the water meters and what they can expect. It is important to note that many customers will more than likely need to make repairs to their water system which is from the back side of the meter to their home.



Facilities Review Committee Recommendation Outcomes — Administrative Assistant Elizabeth Coleman, Councilor Chambers, Councilor Gerber and I hosted an initial discussion about the Rec Center with the ad hoc Joint Committee. The discussion was well attended and information was exchanged. The group is planning another discussion soon.

From 01.22.2019: Staff is working toward a Facilities Review Committee/Group initial for February 2019. Council accepted the Facilities Review Committee's recommendation to work with the City of Halsey and the Central Linn School District on possible options.

<u>Linn County Sheriff's Office Contract</u> – The City is under contract for 200 hours per month. The thirteen-month average looks like this:

<u>Total</u>		Monthly Average
203	Citations	15.6
350	Warnings	26.9
2,722.8	Hours	209.4

LCSO Month-to-Month Comparison



City Administrator Report

Year	Month	Traffic Citations	Traffic Warnings	Total Hours
2019	January	21	44	217
2018	December	9	24	211
2018	November	15	38	204
2018	October	9	25	218.5
2018	September	36	43	203.5
2018	August	24	30	201.5
2018	July	14	18	214
2018	June	8	9	213.75
2018	May	6	19	207
2018	April	14	21	203
2018	March	19	36	208.5
2018	February	5	14	201
2018	January	23	29	220

STATUS UPDATES - Projects, proposals and actions taken by Council



<u>Approve TMDL Plan Changes</u> — Public Works Superintendent Karl Frink and I met with DEQ's Priscilla Woolverton to review plan changes. We collectively made some compromises and some requirements were clarified. I have forwarded the second revision of the plan back to Ms. Woolverton for further review.

State of Oregon Department of Environmental Quality **From 01.22.2019:** I will discuss the recommended changes for Council on Tuesday night. Council will be responsible for making the final decision on what is submitted to DEQ which may be in the future. I have placed the changes made by DEQ and what Staff included based on conversations with Council in November 2018 and the State. Since they are 11" by 17" sheets, we have placed those not in sequential order for copying purposes.

<u>Active: Oregon Film Trail Project</u> – *From 01.22.2019:* The signs have finally been created and are ready to build. The Oregon Film Office is handling the contract with the sign builder. Public Works assist in the installation of a sign at City Hall and Pioneer Park.

From 12.28.2018: The Brownsville Chamber of Commerce agreed to cost share in the sign as requested by Council. Staff will tend to the details and continue to work with the community partners involved to complete the project.

Active: Alyrica Franchise Agreement – From 12.18.2018: I requested an upgrade from Alyrica for City Hall internet.

From 11.27.2018: The cloud computing solutions we use for the website, general ledger and utility billing are just not working adequately. Alyrica will be in town to assess City Hall and determine what other options may be available.

From 09.18.2018: [...] Mr. Sullivan indicated Alyrica would like to have the system built out by June 2019. Alyrica will be able to add about 100 customers a month so it may take several months before everyone is on the new system.



Alyrica is targeting the following pricing structure:

\$69.99 100 Mbps

\$99.99 1 Gbps

Active: Linn County Commissioners & Buffer Zone — Mayor Ware received an update from the Linn County Commissioner's Office regarding Council's buffer zone request. Basically, the County is not allowed to help until the City expands the Urban Growth Boundary (UGB).

From 01.22.2019: Linn County Commissioner Chair Roger Nyquist is working on the City's request made by Mayor Ware on behalf of the Council and City.

From 11.27.2018: Once the election has been certified by Council, Mayor Ware and I should visit with Linn County Commissioners Chair Roger Nyquist to determine the next steps forward to prohibit marijuana uses in the Urban Growth Boundary (UGB) as allowed by the Linn County Code...

<u>Pending: Marijuana Nuisance Ordinance Fix</u> – *From 01.22.2019:* City Attorney Ross Williamson is awaiting working on the revisions pending a future discussion I will be having with him. I am waiting on some information that will be pertinent.

<u>Pending: Linn County Counsel Ruling</u> – *From 11.27.2018:* Linn County's Attorney decided to not allow the Sheriff's Office to enforce the marijuana nuisance ordinance the City had passed in the nuisance case impacting Mr. Bryan Bradburn. The ruling was a heated point of discussion at the September Council meeting. I have included City Attorney Ross Williamson's thoughts on the County's ruling and suggestions he has for Council moving forward. I had asked Williamson to review the IGA with the Sheriff's Office so that he had a complete picture of the City's possible options.



<u>Pending: Crosswalks on Main Street</u> – Council asked Staff to discuss this with the Linn County Road Department. Linn County indicated that they will review any recommendations the City Engineer makes on behalf of the City.

From 12.18.2018: Mr. Allen Buzzard and I met to discuss parking plan changes for downtown. Mr. Buzzard will provide a map by the end of the year for the Council goal setting session.

From 11.27.2018: I've spoken with Mr. Darrin Lane, Linn County Road Department, about the crosswalk proposal presented by Mr. Allen Buzzard & Mr. Ed Petermen. Lane said Linn County would review any traffic control device as part of the right-of-way permitting process. He made it clear that Linn County would not be paying for any traffic control device, but that the County could assist with a review of a project. Lane shared a personal experience from an installation completed recently in Millersburg. He indicated that the cost was \$25,000 for one intersection to do a similar installation as the one proposed. [Refer to the 11.27.2018 Council Agenda Packet for more information.]

Active: Land Inventory – Council will be asked to pass an ordinance that clarifies the City limits and the Urban Growth Boundary. Staff and Mr. Kinney continue working on background details.

From 01.23.2018: Administrative Assistant Elizabeth Coleman and I met with Dave Kinney to begin the process of preparing a land use inventory study as approved in this year's budget. Mr. Kinney will begin talks with Linn County GIS as they will play a key role in

Kinney will begin talks with Linn County GIS as they will play a key role in analyzing and compiling data. Council must be ready to make some future decisions that could cause community controversy. Once some of the initial data is compiled, we will have Mr. Kinney present the information to Council to determine course of action. I have included the current zoning map. The City is practically out of volume commercial and light

MAP OF BROWNSVILLE

LIN'N CO. OREGON 1878

SCALE 500 FEET TO AN INCH

industrial land. Staff feels that the State will allow the City to add these areas. Staff will also analyze the housing needs. The concern with housing, as previously discussed with Council, the City has many areas that are designated, but providing necessary utilities will be challenging and, in some areas, not

financially feasible. The other issue with housing is the amount of open farm land around residential zones. Basically, the City seems to have ample land for housing developments on paper.

Mr. Kinney indicated that this entire process from start to finish will take about a year and half. Council will have several decisions to make along the way.

Discussing this issue with Staff, it became very clear that the south side of Brownsville is the most likely area for future housing development which highlights the concern over the proposed marijuana operation along Gap Road.

Cascade West Council of Governments Regional Policy Efforts - Executive Director Fred

Abousleman and Deputy Director Rachel Maddock-Hughes are planning on attending the March Council meeting.

Active: Go Team Next Steps - I recently forwarded an e-mail from RAIN that will bring you up to speed with RAIN's activities. The City's cost share was \$890.92 to make this program happen. (Corey Wright's presentation discussed above also.)



Fred Abousleman

See past reports for historical information.

Active: Development Properties – Administrative Assistant Elizabeth Coleman and I met with River's Edge development team and Linn County to discuss flood modeling and mapping.

From 11.27.2018: Staff continues to work on a variety of projects around town. Fortunately, the economy is doing very well evidenced by the amount of projects being considered. Staff worked with Dave Kinney recently on a review for 368 Spaulding Avenue. Surveyors were around town working on the Stephan Smith development in north Brownsville.

Active: Water Rights – City Attorney Wyatt Rolfe, City Engineer Ryan Quigley, Public Works Superintendent Karl Frink and I are working on documents recently received about the City's water rights pertaining to GR-12.

From 02.27.2018: The Oregon Water Resources Department (OWRD) has issued a few letters to the City recently that City Engineer Jon Erwin, Public Works Superintendent Karl Frink and I have reviewed. The City recently removed the hold we placed on one permit concerned the water curtailment issue. It appears that the State will continue that particular water right at the current rate which is vital for the City's water needs.

ITEMS PENDING - Tabled, On Hold, Stalled or Waiting

From 12.18.2018: Council appointed Mayor Ware & Councilor Gerber to serve in this capacity with the City Administrator.

<u>Active/Pending: Canal Company Solvency</u> – *From 09.18.2018:* Public Works Superintendent Karl Frink turned off water as directed by the State Water Master on August 13th, 2018.

From 06.26.2018: President John Holbrook phoned and indicated that the Canal Company is still in existence. Holbrook has filed the appropriate paperwork with the State of Oregon. The Company does not have any other officers and is attempting to setup a meeting. Holbrook provided a valid

City Administrator Report

insurance certificate for the operation of the pumps. Public Works Superintendent Karl Frink turned on the pumps several weeks ago.

PAST MEETINGS – Memory Information

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

From 12.18.2018: See the information about the merger with NEDCO. Sweet Home will be applying for CDBG funding this funding cycle.

Please refer citizens to the following websites for more information:

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

Kirk Avenue Project History

For the history and current status of the Kirk Avenue project, please visit the City website at https://www.ci.brownsville.or.us/currentevents.

Ripped from the Headlines



City Input Sought in "Reimagining the Rural West" Survey

On behalf of Governor Brown, Regional Solutions is participating in the "Reimagining the Rural West

Workgroup" of the Western Governors Association. One of the group's first objectives is to gain feedback from a variety of stakeholders in rural areas. Cities can provide valuable insight by responding to this survey. Read more



Road and Bridge Reporting Reaches 100%

Thanks to the efforts of Oregon's 241 cities and 36 counties, there will be NO withholding of state highway funds from local governments. As

required by HB 2017, all cities and counties in Oregon had to produce a road and bridge assessment to remain in compliance with the bill. LOC will be reaching out to cities to see what improvements can be made for future reporting (February 2021).



NEWS

Priority Bills Providing Housing Technical Assistance Scheduled Early

Hearings began this week on three bills that will provide a variety of assistance to local governments that are seeking to improve housing development outcomes. The LOC is supporting all three bills, as they will provide cities with technical assistance along the continuum of work cities must complete in order to develop housing.

On Tuesday (January 29), the House Agriculture and Land Use Committee, chaired by Representative Brian Clem (D-Salem), held a hearing on HB 2075. This bill would create the Development Readiness Program at the Oregon Department of Land Conservation and Development (DLCD). The program would provide technical assistance grants, with grant management, for a variety of planning efforts that can identify citywide needs for housing or economic development, assess local development barriers, and plan for infrastructure to bring sites closer to development ready.

Next Monday (February 4), HB 2055 and HB 228 will be heard in the House Human Services and Housing Committee, chaired by Representative Alissa Keny-Guyer. HB 2055 will create the Workforce Housing Accelerator Program, which will provide technical and funding assistance to local governments that are working with an employer and a developer to create housing affordable to moderate- and low-income households. HB 2228 will create the Local Government Technical Assistance Program, which will provide regional staff through the LOC and the Associate of Oregon Counties (AOC) to assist with projects directed at increasing housing development. Both bills would establish these programs within the Oregon Housing and Community Services Department.

Contact: Erin Doyle, Intergovernmental Relations Associate = edoyle@orcities.org

Published February 1, 2019

Respectfully Submitted,

S. Scott McDowell



Public Works Report February 21, 2019

Water:

- Billing Support- Follow through on customer service support and requests.
- Meter reading Water meters have been read for the month of February.
- Distribution System No water leaks this month. The automated water meter reading system is currently being installed. The installation crew is averaging 80 water meter installs per day.
- Cross Connection Program- Two backflow devices failed and have been repaired. We are currently
 updating our records and looking at software to track records and testing requirements.
- Water Treatment Plant We are currently drawing all water from the 4 wells in Pioneer Park. The
 water plant is running at 200 gallons per minute, running about 23 hours per day.
- Misc. Public Works will continue flushing fire hydrants as time allows

Sewer:

- North Lagoons Discharge to the Calapooia River began January 27 and was completed February 15th. A total of 16.914 million gallons was discharged safely with no violation or compliance issues. A total of 451 pounds of sulfur dioxide and 147 pounds of chlorine.
- South Lagoons- This facility will begin discharging on February 24th and will take approximately 6 weeks to complete.
- Collection System-There are several new sewer connections pending with several new homes being constructed.
- Misc. DEQ is in the process of going completely digital for monthly reporting. I have registered
 the City with the new system and awaiting direction from DEQ to start reporting electronically as
 required.

Streets:

- Mowing/Tree Maintenance Public Works continues to trim branches as needed. A maple tree on Washburn Street was removed due to rot and decay. The tree had become unstable and hazardous to the public.
- Asphalt/ Gravel Road Maintenance —Public works hired the Linn County Road Department to grade all of the gravel streets in town. The work was completed in one day. Public Works will be applying new rock to these streets soon.
- Storm Drainage Nothing to report this month.
- Misc. Street sign work continues as time allows. Many new locations require locates to be called
 in before we can bore holes to place sign posts. We are currently working on replacing the
 existing bridge on the road to the cemetery. The City has received three bids for repairing the
 bridge. Staff has hired McGee Engineering to review the bids and make recommendations to hire
 a contractor.

Parks:

- Pioneer Park –Public works has been mowing and maintaining the park as needed. Currently we
 are picking up piles and loading into dumpsters for removal.
- Blakely Park This park has will be cleaned up and mowed upon completion of Pioneer Park.
- Kirk's Ferry Park This park has will be cleaned up and mowed upon completion of Pioneer Park.
- Remington Park This park has will be cleaned up and mowed upon completion of Pioneer Park.

Cemetery:

Grounds –Nothing to report this month.

Library:

- Grounds- This facility has been mowed as needed.
- Buildings- The ADA door opener is currently being repaired.

Downtown

- Restrooms This facility is cleaned every Friday, or more often needed.
- Garbage cans Down town garbage cans are emptied every Friday, or more frequently as noticed.
- Parking Lot Nothing to report this month.
- Misc. Nothing to report this month.

City Hall:

- Buildings- Nothing to report this month.
- Grounds –The grass is mowed and maintained weekly, or as needed.
- Community Center- Nothing to report this month.

Rec. Center:

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

Public Works:

- Grounds- The grass is mowed weekly.
- Buildings- Cleaning and organizing continues as time allows.
- Misc. Preventative maintenance is being performed on all the vehicles and equipment. All of the
 equipment at public works has been repaired and ready for use.

Respectfully Submitted,

Karl Frink, Public Works Superintendent



PLANNING AT A GLANCE

Permits Building, Plumbing, Mechanical, Fence, Etc.

Structural (Foundation Repair)

• Structural & Plumbing (Pole Building w/Bathroom)

• Structural (Roof Mounted Solar Panels)

• Mechanical (Replace Electric Furnace)

• Fire Suppression System

Mechanical (Replace Gas Furnace/Install AC Coil)

Plumbing (Install Water Service to Duplex 2)

Plumbing (Install Water Service to Garage)

Mechanical (Install Gas Furnace & AC)

• Construction (Pole Building)

Accessory Structure (Garden Shed)

Fence

701 Weber Ave 1301 Ash St 115 Fields Court 619 Oak St 419 Main St 619 Oak St 1100 Linn Way B 1100 Linn Way 815 Oak St 1301 Ash St

301 Spaulding Ave

808 NP Loop

Updates

Buildable Lands Inventory

Planning Consultant Dave Kinney is continuing to work with staff and the Linn County GIS Department to on maps for the Buildable Lands Inventory. Currently, the Comprehensive Plan Map, Brownsville Zoning Map (includes County Zoning inside the UGB), and existing land uses as of 2019 are in the process of being reviewed for accuracy.

Planning Commissioner Training

The Planning Commissioner training was well attended and quite informative. Patrick Wingard, Southern Willamette Valley Regional representative for the Department of Land Conservation and Development, provided a great overview of the Planning Commissioner's roles and responsibilities. Mr. Wingard provided refreshers on legislative, quasi-judicial and ministerial decision making, understanding actual vs. potential conflicts of interest, bias, providing staff reports and making decisions based on clear and reasonable criteria, the importance of the Comprehensive Plan and Zoning/Development Code, and more. Mr. Wingard commended the Planning Commission on the part they play in their community.



"There is some good in the worst of us and some evil in the best of us. When we discover this, we are less prone to hate our enemies." - Martin Luther King, Jr.

The biggest communication problem is we do not listen to understand, we listen to reply...



LINN COUNTY SHERIFF'S OFFICE

Jim Yon, Sheriff

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

2019

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

FOR THE MONTH OF:	January	
TRAFFIC CITATIONS:		21
TRAFFIC WARNINGS:		44
TRAFFIC CRASHES:		0
ADULTS CITED/VIOLATIONS:		0
ADULTS ARRESTED:		9
JUVENILES CITED/VIOLATIO	NS:	1
JUVENILES ARRESTED:		0
COMPLAINTS/INCIDENTS INV	ESTIGATED:	125
TRAFFIC HOURS		23
ADMINISTRATION HOURS	34 3 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	6
TOTAL HOURS SPENT:	BROWNSVILLE	217

CONTRACT HOURS= 200 HOURS

Jim Yon, Sheriff, Linn County

By: Sergeant Greg Klein

BROWNSVILLE MUNICPAL COURT MONTHLY REPORT STATISTICAL REPORT FOR JANUARY 2019

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	27			24	
Violations	70	13	12	71	1.
Contempt/Other	46	11	3	54	
TOTALS	143	24	18	149	

BALANCE SHEET FOR THE MONTH

Court Revenue			Court Paymen	its	
Total Deposits +	\$	1,305.00	City	\$	892.15
Total Bail Released +	\$	1.75	Restitution	\$	-
Total Bail/Bank Fees -	\$	121	Oregon Dept Revenue	-	320.85
Total Bail Held -	\$	-	Linn County	\$	92.00
* Total Refund/Rest -	\$	-	State Misc.	\$	-
Total NSF's =	\$	-	DUII Surcharge	\$	(4)
Cash Shortage -	\$	343		•	
TOTAL COURT REVENUE	\$	1,305.00	TOTAL COURT PAYMENTS	\$ 1	l,305.00
Credit given for Community Service	\$				
Other Credit Allowed Against Fines	\$	-			
TOTAL NON-REVENUE CREDIT ALLOV	VEC_ \$				
TOTAL CASH PAYMENTS TO:					
CITY	\$	892.15			
STATE	\$	320.85			
COUNTY	\$	92.00			
*REFUND/RESTITUTION	\$	_			
тоти	AL: \$	1,305.00			



Library Advisory Board

Librarian's Report
January 2019

Here are a few facts about our library the month of January 2019. We have received 43 new books for the library. Volunteers donated 163.25 hours to our library. There were 1,611 materials checked out. 550 adult fiction books; 157 adult non-fiction books; 127 audio books; 462 children's books; 218 junior books; 60 junior reference books and 37 large print books.

In January we held 13 children's programs with 172 participants. There were 8 programs for adults with 54 participants. Clayfest for Kids #2 was very popular again. Ms. Thea is waiting for their creations to dry and will fire them soon. When ready, we will schedule a day for the participants to come back and apply glazing. Don Lyon continued World Cultures & Travel with leading a virtual tour through Provence France. We are looking forward to traveling to Barcelona Spain with Barbara Andersen in March. Lawyer in the Library was fortunate to have Legal Aid of Oregon Attorney Jennifer Hisey speak about Public Benefits. The next Lawyer in the Library: is scheduled for the third Thursday in April. Samaritan Hospital Chaplain Wesley Sedlack will be speaking about Advanced Directives.

The City Administrator encouraged me to ask what other copier companies charge for a service contract. We found that most are very expensive. As we own our copier outright, I cancelled the service contract on the Library copier. The cost to value ration did not pencil out. We will continue to purchase toner as needed. I am looking into copiers and printers that use the same cartridge, thus eliminating four different toner cartridges and streamlining our supplies and making us more efficient.

Respectfully submitted,

Territor and

Sherri Lemhouse

Librarian



RESOLUTION 2019.06

A RESOLUTION INCREASING SOLID WASTE RATES BY 2.9% AND SETTING FEES AS AUTHORIZED BY THE FRANCHISE AGREEMENT AND REPEALING AND/OR SUPERCEEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Ordinance 737 was passed by the Council and approved by the Mayor on January 22nd, 2013 which defined the Solid Waste Franchise Agreement that authorizes charges and fees to be set by Resolution of the Council and reviewed as needed and recommended by the Franchisee;

WHEREAS, the City requires the passage of a resolution each time rates are increased in order to fully review and articulate the charges of and by the Franchisee to the general public and;

WHEREAS, the City recognizes CPI Index "West-Size Class B/C Series ID: CUURN400SA0" as a point of reference for such rate requests and;

WHEREAS, the rates shall also include a \$.59 per month charge for an annual Household Hazardous Waste Day to be held in Sweet Home and;

WHEREAS, the Franchisee has experienced increased overhead costs such as recycling and landfill tipping fees and;

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

Residential Service:	2019
Cans and Carts	
1-20 gallon weekly	\$13.15
1-35 gallon weekly	\$29.35
1-90 gallon weekly	\$36.50
Other Services	
Yard Debris Only	\$5.93
Recycling Only	\$5.93
Recall Fee	\$10.60
Access Fee	\$7.00
Extra Can/bag/box (up to 32gallon)	\$4.62



Commercial Service:	
90 gallon cart	\$37.18
35 gallon cart	\$31.88
1 Vand Contain an	
1 Yard Container Rental	4
Once per Month	\$60.25
Every Other Week	\$82.37
Weekly	\$101.78
2X per Week	\$130.55
Extra Dump	\$235.20
1.5 Yard Container	\$37.52
Rental	¢co. 25
Once per Month	\$60.25
Every Other Week	\$89.48
Weekly	\$117.17
2X per Week	\$159.22
Extra Dump	\$302.51
2 Yard Container	\$43.09
Rental	\$60.25
Once per Month	\$96.42
Every Other Week	\$130.66
Weekly	\$207.06
2X per Week	\$371.51
Extra Dump	\$48.13
3 Yard Container	¥ 10120
Rental	\$60.25
Once per Month	\$105.33
Every Other Week	\$198.99
Weekly	\$298.28
2X per Week	\$535.63
Extra Dump	\$53.54
4 Yard Container	
Rental	\$60.25
Once per Month	\$123.78
	Ÿ123.70



Every Other Week	\$207.11
Weekly	\$347.64
2X per Week	\$625.33
Extra Dump	\$86.94
	700.0
Temporary 4 Yard Container	
3 Days	\$109.79
Extra Dump	\$86.94
Demurrage per Day After 3 Days	\$3.95
3 Tab Roofing (3 days)	\$163.27
Extra Dump	\$128.80
Roll-Off Services:	7
20 Yard Box/per Haul	\$179.41
30 Yard Box/per Haul	\$205.07
48 Yard Box/per Haul	\$230.69
Tonnage	\$76.33
Delivery	\$33.16
Demurrage – after 3 days	\$8.96
Relocation Fee	-
Monthly Rental	\$62.56
	\$100.87

This Resolution shall become effective March 1st, 2019.

Passed by the City Council on this 26^{th} day of February 2019.

	Don Ware	
Attest:	Mayor	

S. Scott McDowell City Administrator



Current Rates

RESOLUTION 2018.17

A RESOLUTION INCREASING SOLID WASTE RATES BY 5.23% AND SETTING FEES AS AUTHORIZED BY THE FRANCHISE AGREEMENT AND REPEALING AND/OR SUPERCEEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Ordinance 737 was passed by the Council and approved by the Mayor on January 22nd, 2013 which defined the Solid Waste Franchise Agreement that authorizes charges and fees to be set by Resolution of the Council and reviewed as needed and recommended by the Franchisee;

WHEREAS, changes commonly known as China Sword have caused major disruptions in recycling for communities all over the World, and;

WHEREAS, solid waste rates must increase to properly absorb the requirements of the new regulations, and;

WHEREAS, the Franchisee and the City are implementing these rates as a short-term measure to address these policy changes, and;

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

Residential Service:	2018	
Cans and Carts		
1-20 gallon weekly	\$12.78	
1-35 gallon weekly	\$28.52	
1-90 gallon weekly	\$35.47	
Other Services:		
Yard Debris Only	\$5.76	
Recycling Only	\$5.76	
Recall Fee	\$10.30	
Access Fee	\$6.80	
Extra Can/bag/box (up to 32gallon)	A4.40	
32ganon)	\$4.49	
Commercial Service:		
90 gallon cart	\$36.13	
35 gallon cart	\$30.98	
1 Yard Container		
Rental	\$58.55	
Once per Month	\$80.05	
	•	



Current Rates

RESOLUTION 2018.17

Every Other Week	
Weekly	\$98.91
2X per Week	\$126.87
Extra Dump	\$228.57
1.5 Yard Container	\$36.46
Rental	
Once per Month	\$58,55
Every Other Week	\$86.96
Weekly	\$113.87
2X per Week	\$154.73
Extra Dump	\$293.98
2 Yard Container	\$41.88
Rental	
Once per Month	\$58.55
Every Other Week	\$93.70
Weekly	\$126.98
2X per Week	\$201.22
Extra Dump	\$361.04
3 Yard Container	\$46.77
Rental	
Once per Month	\$58.55
Every Other Week	\$102.36
Weekly	\$193.38
2X per Week	\$289.87
Extra Dump	\$520.53 \$52.03
	\$52.05
4 Yard Container	
Rental	\$58.55
Once per Month	\$120.29
Every Other Week	\$201.27
Weekly	\$337.84
2X per Week	\$607.71
Extra Dump	\$84.49



Current Rates

RESOLUTION 2018.17

Temporary 4 Yard Container	
3 Days	\$106.70
Extra Dump	\$84.49
Demurrage per Day After 3 Days	\$3.84
3 Tab Roofing (3 days)	\$158.67
Extra Dump	\$125.17
Roll-Off Services:	J123.17
20 Yard Box/per Haul	\$174.35
30 Yard Box/per Haul	\$199.29
48 Yard Box/per Haul	\$224.19
Tonnage	\$74.18
Delivery	•
Demurrage – after 3 days	\$32.23
Relocation Fee	\$8.71
	\$60.80
Monthly Rental	\$98.03

This Resolution shall become effective July 1st, 2018.

Passed by the City Council on this 26th day of June 2018.

Don Ware Mayor

Attest:

S. Scott McDowell City Administrator





A RESOLUTION INCREASING SOLID WASTE RATES BY 4.2% AND SETTING FEES AS AUTHORIZED BY THE FRANCHISE AGREEMENT AND REPEALING AND/OR SUPERCEEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Ordinance 737 was passed by the Council and approved by the Mayor on January 22nd, 2013 which defined the Solid Waste Franchise Agreement that authorizes charges and fees to be set by Resolution of the Council and reviewed as needed and recommended by the Franchisee;

WHEREAS, the City requires the passage of a resolution each time rates are increased in order to fully review and articulate the charges of and by the Franchisee to the general public and;

WHEREAS, the rates shall also include a \$.59 per month charge for an annual Household Hazardous Waste Day to be held in Sweet Home and;

WHEREAS, the Franchisee has experienced increased overhead costs such as recycling and landfill tipping fees and;

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

Residential Service:	2018
Cans and Carts	
1-20 gallon weekly	\$12.14
1-35 gallon weekly	\$27.09
1-90 gallon weekly	\$33.71
Other Services	
Yard Debris Only	\$5.47
Recycling Only	\$5.47
Recall Fee	\$9.79
Access Fee Extra Can/bag/box (up to	\$6.46
32gallon)	\$4.27
Commercial Service:	
90 gallon cart	\$34.33
35 gallon cart	\$29.44





1 Yard Container

1 Yard Container	
Rental	\$55.64
Once per Month	\$76.07
Every Other Week	\$93.99
Weekly	\$120.56
2X per Week	\$217.20
Extra Dump	\$34.65
1.5 Yard Container	‡
Rental	\$55.64
Once per Month	\$82.63
Every Other Week	\$108.21
Weekly	\$147.03
2X per Week	\$279.36
Extra Dump	\$39.80
2 Yard Container	Ų-05.00
Rental	\$55.64
Once per Month	\$89.04
Every Other Week	\$120.66
Weekly	\$191.21
2X per Week	\$343.08
Extra Dump	\$44.44
3 Yard Container	¥,,
Rental	\$55.64
Once per Month	\$97.27
Every Other Week	\$183.76
Weekly	\$275.45
2X per Week	\$494.64
Extra Dump	\$49.44
4 Yard Container	
Rental	\$55.64
Once per Month	\$114.31
Every Other Week	\$191.26
Weekly	\$321.04





2X per Week Extra Dump	\$577.48
- Aug Dump	\$80.29
Temporary 4 Yard Container	
3 Days	\$101.39
Extra Dump	\$80.29
Demurrage per Day After 3 Days	\$3.65
3 Tab Roofing (3 days)	\$150.78
Extra Dump	\$118.94
Roll-Off Services:	,
20 Yard Box/per Haul	\$165.68
30 Yard Box/per Haul	\$189.38
48 Yard Box/per Haul	•
Tonnage	\$213.04
Delivery	\$70.49
•	\$30.63
Demurrage – after 3 days	\$8.28
Relocation Fee	\$57.78
Monthly Rental	\$93.15

This Resolution shall become effective March 1st, 2018.

Passed by the City Council on this 27th day of February 2018.

Don Ware Mayor

Attest:

S. Scott McDowell City Administrator

RECEIVED City of Brownsville

FEB 4 2019

Central Linn Community Foundation



February 2, 2019

Central Linn Community Foundation PO Box 4 Brownsville, OR, 97327

City of Brownsville PO Box 188 Brownsville, OR, 97327

Dear City of Brownsville,

Your donation to the Central Linn Community Foundation for 2018 totaled \$1000. The Board is so pleased that you have supported our work for the Central Linn Community. Please use the letter as needed for tax reporting purposes. Also, please know that with your support we are able to increase the 2019 grant offering for this coming year 2019 to \$8,500. Grant applications are now being accepted through March 2019 and the approved grants will be announced at a public meeting in May to introduce the programs approved for funding.

Thank you for your continuing support of CLCF.

Sincerely,

Don Ware, President

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.

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

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

Acceptable
Conduct
vs.
Unacceptable
Conduct



2019 Council Policy Planning Discussion

A. Storage Containers

* The City does not have any rules in place for metal storage containers. People are using them

not only as accessory structures for storage, but also as primary residences. Does Council want to address rules that shape the use of storage containers? Do storage containers as primary or secondary structures match the historic image Brownsville attempts to project?

B. Building Rules (Old Manufactured Home)

★ Some people want to move in old manufactured homes such as trailers into single family areas and other areas of the City. The City does not have any rules to address this issue. Recently, a resident wanted to tear down a house to install a 1992 house trailer.



C. Signs

★ The City could consider better definitions for the sign ordinance to incorporate elections signs and other temporary signs utilized throughout the City. Public awareness and shifting rules must be done carefully.

D. Building Standards (Architectural Aesthetic)

★ Staff presented this issue to the Historic Review Board before the Dollar General started building. No recommendations were made, so the City had no applicable standards for the Dollar General to follow. The City requested certain aesthetic items be completed, but had zero force of law. Does Council wish to address this issue?

E. Buffer Zone (Noise, Light Trespass & Odor)

★ Defining noise and odor complaints in a better way... Incorporate a standard?



F. Kirk Avenue Pavina

★ Self-funding this project would take years. Bonding this project would expend all the City's remaining bond availability through 2024. Council could grind & overlay the pavement, but drainage and other issues would not be addressed. Creating a LID would cost property owners thousands of dollars extra each year on their taxes.

G. Facilities Review Committee Outcome

★ Continue to press forward on ideas for funding the Central Linn Rec Center tapping into the broader Central Linn tax base through conversations with

community stakeholders and partners.

H. Facilities Review Committee Outcome: Part II

★ Continue to press forward on ideas for funding improvements to Pioneer Park facilities.



I. TMDL

★ Change is coming rapidly on this issue. The City could be forced to create a storm water utility which would be added to the current utility bill. The total costs to implement this kind of program based on EPA end-goal scenarios could be upwards of \$16,000,000. DEQ is

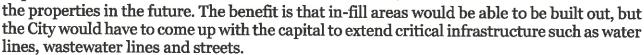
starting small. First, it was a volunteer program they made the cities do. Now they are starting to impose fines on cities who do not comply with the requirements they are promulgating.

J. Future Capital Improvements: Water & Wastewater (2024)

★ The City is rapidly approaching a major Water Treatment Plant & Distribution System improvements bond. The project will include a major overhaul of the WTP, a new water reservoir and upgrades to many distribution lines.

K. In-Fill: Public Works Standards

★ The City has many "dry lots" meaning lots that cannot develop due to the high development costs associated with developing one or two lots/parcels. The City could fund improvements for these areas and assess the costs back on



L. Right-of-Way Infringements

★ The City has many areas where private property owners have placed private property on the City ROW. Council needs to address this issue before it becomes a major legal issue.

M. Clarity on Subdivision/Lot Splitting (1188 Linn Way/Prettyman Loucks Way)

★ State and local law need to be clarified when people develop properties. People are trying to skirt rules and by doing so cause harm to Brownsville taxpayers. Council needs to continually strengthen Code requirements to protect the public's investments.

N. Land Use Inventory (Kinney)

★ The City is attempting to redefine city limits and the Urban Growth Boundary (UGB) with work currently being performed by Dave Kinney and Staff.

O. Universal Garbage Service



★ Council considered this option a few years ago, but given the recycling crisis it seems even more relevant. Councilor Chambers brought this up last Fall as a goal setting discussion. Universal service would require all homeowners to have garbage service through Sweet Home Sanitation. The benefit is less garbage being burned and stored on properties around town. Staff continues to have problems with people storing garbage which causes public health concerns.

P. Internet Service Provider

★ Council and Staff are working on bringing Alyrica to Brownsville. Alyrica plans on installing a fiber optic system throughout town.



Q. Charter & Home Rule

★ Advocacy is needed to ensure local policy bodies such as Council have control over their jurisdictions. Every legislative session the State requires unfunded mandates and dictates what cities shall do. This is not the way the Oregon Constitution is written. Council needs to advocate for their power and self-governance.

R. Legislative Committees (LOC)

★ Does Council want to attend or want Staff to volunteer for legislative committees through the League?

S. Letter Writing Campaigns

★ Recently Council appointed Ware and Gerber to assist with advocacy letters for the State Legislature and the League of Oregon Cities. There are going to be a plethora of key issues this legislative session and others in the future. Council must work on getting better at rallying the troops on important issues that impact the City and its tax payers.

T. Policy Advocacy & Possible Committee

★ Council could form a sub-committee that assists with the task of tracking key bills through LOC that are being presented in Salem and Washington D.C. The sub-committee could include Council members and civic minded citizens that could carryout a vision created by Council that would protect Brownsville's interests.



U. Economic Development

★ Council should consider their role and purpose toward this effort. The City has done a lot of regional things over the last few years. Many new things in town are beaten to death by citizens. Council should consider a public education piece around development and key issues. Council should start by educating themselves better on key issues as they happen in Brownsville and the surrounding area.

V. Private Property & Private Development

★ Understanding the nuances Staff deals with in attempting to locate anything from a retail store to a housing development. Knowing the innerworkings of the process can help keep peace in the City. The Dollar General project was a 'train wreck' in terms of misinformation, disinformation in the community.

W. Emergency Preparedness Discussion

★ Evaluate what's working and what isn't. How do we really get the broader community to care about being ready for a major emergency? What are the City's limitations and what groups could be tapped to help address these important issues?

X. ...Any Utility Thoughts...

Y. Camping & Recreational Immunity



★ The City must be ever vigilant advocating for recreational immunity. Courts continue to make rules that could force the City to abandon allowing camping in the park or even having a park system.

Z. Street Address Campaign

★ Many homes in Brownsville are not properly addressed. It is the responsibility of the property owner, but the City's efforts to inform residents has fallen on deaf ears.

AA. Water Rights

★ The City must always protect its water rights. Jon Erwin's retirement has caused some changes that Council should be aware of. Reviewing the entire issue of water rights is of the utmost importance for everyone in Brownsville.

BB.Crosswalks Planning (11.27.2018)

★ Allen Buzzard will be presenting a plan for Council review that will correct some of the vision issues with parking on Main Street. Council should decide what they would like to do with the plan or with any other proposal for that matter. The City Engineer and the Public Works Superintendent will be required to review any

proposals. If Council should approve any proposal, it would then have to be formalized through the City Engineer and sent to the Linn County Road Department for review and possible acceptance.

CC. Coffman & Cul-de-sacs Exploration

★ Does Council want Staff to have a complete engineering review of all areas that have cul-desacs? Mr. Coffman thinks if Fields & Moody Court have to have No Parking that all other cul-de-sacs should as well.

DD. Marijuana Money Disposition (Future)

★ Council should discuss revenue derived from marijuana sales.

EE. PPA Picture Gallery

★ Council should plan on meeting with the Linn County Pioneer Picnic Association to discuss the future of the Picture gallery.



February 12th, 2019

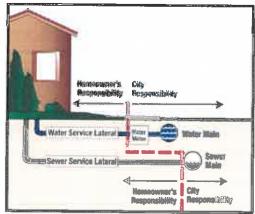
Re: New Water Meter Installation Project

Dear Customer,

The City will be installing new water meters to every water connection over the course of the next six weeks starting February 19th, 2019. The new water meters have many new and exciting features that will prove to be beneficial to both you the customer, and the utility/City. Features include two-way flow detection, a modern software interface allowing for meters to be read more efficiently, low flow rates and a very low meter failure rate.

You may, however, experience an increase in your monthly bill due to the improved accuracy of the new meter. If you should experience an increase, you should have your system checked for leaks. The old meters do not have the same level of usage detection and, therefore, do not accurately

reflect the actual amount of water going through the meter.



The City is interested in better water resource management. In 2016, water became very scarce throughout Oregon. The City wants to make sure that the municipal supply can handle potential future water shortages by accurately measuring the water made against the water that is sold to the end-user. The public owns the utility system and, to that end, the City does everything we can to keep costs as low as possible. Special interest groups, water rights laws, new regulations, lawsuits and other public policies make managing the cost of our most precious resource, water, very challenging. We hope the meters will continue to keep costs

down, while effectively measuring consumption.

Sincerely,

S. Scott McDowell City Administrator

c: Mayor & Council

Karl Frink

Public Works Superintendent



City Hall

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

January 25th, 2019

Senate Committee on Business and General Government

Attn: Senator Chuck Riley, Chair, Senator Fred Girod, Vice-Chair, Senator Mark Hass, Member, Senator Alan Olsen, Member, Senator Michael Dembrow, Member 900 Court St., NE, S-303
Salem, OR 97301

Re: SB 258 - Building Entrepreneurial Capacity in Rural Oregon

Dear Honorable Senators Riley, Girod, Hass, Olsen, and Dembrow,

My name is Don Ware and I am the Mayor for the City of Brownsville, Linn County. The City of Brownsville and Linn County have invested in and benefited from Venture Catalyst support from one of the organizations identified in SB 258. I am writing today to ask for your support of SB 258.

The City of Brownsville, Linn County, and other cities and counties in this region have been funding the Venture Catalyst initiative. We have seen **real results** in our community and region from this initiative, including **an increase in: the number of start-ups**, the number of living-wage jobs, the amount of revenue generated by these start-ups, and the amount of capital invested in these start-ups.

Continuing to have a Venture Catalyst in our community that is free to entrepreneurs is an **essential component of our economic development strategy**. We cannot fund this alone, though. We need the State to invest in the statewide Venture Catalyst network to ensure the creation of a culture in Oregon that is conducive to entrepreneurial development and growth.

A statewide network of Venture Catalysts will:

- Provide long-term economic stability and growth for all Oregonians.
- Ensure start-ups will be connected to statewide resources that will help them start, scale, and stay in Oregon.

I urge you to support SB 258 to ensure Oregon's *rural* entrepreneurs have access to the same resources that *urban* entrepreneurs have and allow rural communities to be in support of urban population centers.

Yours Respectfully,

Mayor Don Ware

City of Brownsville, Oregon

80th OREGON LEGISLATIVE ASSEMBLY--2019 Regular Session

Senate Bill 258

Sponsored by Senators ROBLAN, LINTHICUM, HANSELL, MANNING JR (Presession filed.)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure as introduced.

Appropriates moneys from General Fund to Oregon Business Development Department for distribution to certain entities for purposes of building entrepreneurial capacity in rural regions of this state, developing regional assets to support entrepreneurial growth and building network of statewide resources to leverage and accelerate access to resources regardless of location.

Declares emergency, effective on passage.

A BILL FOR AN ACT

- 2 Relating to an appropriation to support entrepreneurship; and declaring an emergency.
- 3 Be It Enacted by the People of the State of Oregon:
- SECTION 1. There is appropriated to the Oregon Business Development Department, for the biennium beginning July 1, 2019, out of the General Fund, the amount of \$2,000,000 to carry out the purposes set forth in section 2 of this 2019 Act.
- 7 <u>SECTION 2.</u> (1) The Legislative Assembly finds and declares that:
- 8 (a) Entrepreneurship is critical to the growth of Oregon economies, especially in rural 9 areas;
 - (b) Entrepreneurs require access to resources, including talent, capital and business services, to grow jobs and revenues; and
 - (c) Business resources and assets throughout this state play a critical role in starting and growing new companies.
 - (2) The Oregon Business Development Department shall distribute the moneys appropriated to the department under section 1 of this 2019 Act to the Oregon Regional Accelerator and Innovation Network, which shall retain \$1,000,000 and distribute the remainder as follows:
 - (a) \$400,000 to Oregon Entrepreneurs Network.
- 19 (b) \$200,000 to Economic Development for Central Oregon.
 - (c) \$200,000 to Strategic Economic Development Corporation.
 - (d) \$200,000 to Southern Oregon Regional Economic Development, Inc.
- 22 (3) Moneys distributed under this section shall be used by the recipients for the following purposes:
 - (a) Building entrepreneurial capacity in rural regions of this state.
- 25 (b) Developing regional assets to support entrepreneurial growth in rural regions of this 26 state.
 - (c) Building a network of statewide resources to leverage and accelerate access to resources regardless of location.
- SECTION 3. This 2019 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2019 Act takes effect

NOTE: Matter in **boldfaced** type in an amended section is new; matter [italic and bracketed] is existing law to be omitted. New sections are in **boldfaced** type.

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The Register-Guard

Springfield, five other Oregon cities sue DEQ over stormwater rules

By The Associated PressPosted Feb 8, 2019 at 7:15 AM
Updated Feb 8, 2019 at 7:16 AM

SALEM — Six Oregon cities are suing the state Department of Environmental Quality over new stormwater discharge requirements they say will be too expensive for ratepayers and will drive up home prices.

The Statesman Journal reports that the cities say the new stormwater permit, for small municipalities, goes beyond what is required by the federal government. Turner, Albany, Millersburg, Corvallis, Bend and Springfield filed separate lawsuits last week.

In Corvallis, for example, the new requirements would raise stormwater management costs, currently \$1.9 million per year, by about 40 percent, city manager Mark Shepard said in a statement.

The Register-Guard

Going green: States would get free hand under pot bill

By Michael Blood The Associated Press

Posted Feb 10, 2019 at 12:00 PM

Oregon Sen. Ron Wyden proposed legislation Friday that would give states a free hand to allow legal cannabis markets without the threat of federal criminal intervention, the latest push in Congress to bolster the nation's burgeoning pot industry.

The proposal, identical to a bill in the House, aims to ease the longstanding conflict between states where cannabis is legal in some form and the U.S. government, which categorizes marijuana as a dangerous illegal drug, similar to LSD or heroin.

"The federal prohibition of marijuana is wrong, plain and simple," Wyden, a Democrat, said in a statement. "Too many lives have been wasted, and too many economic opportunities have been missed."

It remains unclear if Wyden's bill would have a chance of clearing the Republican-controlled Senate.

The Democratic majority in the House appears more open to considering proposals to ease federal restrictions on marijuana. The chamber has set a hearing this week on a bill intended to make banking services more widely available for pot companies.

A proposal similar to Wyden's previously languished in the Senate and House.

However, Rep. Earl Blumenauer, an Oregon Democrat carrying the current bill in the House, said voters have "elected the most pro-cannabis Congress in American history."

"It's tough to see how things will shake out, but there is a very serious chance cannabis policy reform will move in the Senate," said Morgan Fox of the National Cannabis Industry Association.

Most Americans live in states where pot can be legally purchased for medical or recreational use, and the move to loosen federal restrictions on marijuana came as the issue has played into the emerging 2020 presidential campaign.

The proposal would take marijuana off the federal controlled substances list, and remove federal criminal penalties for individuals and businesses acting in compliance with state marijuana laws.

It would also reduce barriers for legal marijuana businesses to get access to banking.

The bill is part of a three-bill package: A second would impose a tax on marijuana products similar to federal excise taxes on alcohol, while a third would allow state-legal marijuana businesses to claim tax deductions and credits.

Justin Strekal, political director of the pro-legalization group NORML, said in a statement that the proposal is another sign of the "growing public support for ending our failed war on cannabis consumers."

Former House Speaker John Boehner, who sits on the board of cannabis company Acreage Holdings, on Friday announced the formation of an industry-backed lobbying group that would push for national marijuana reforms.

U.S. Department of Homeland Security 500 C Street, SW Washington, DC 20472



February 6, 2019

Dear Oregon Community Official:

Thank you for your continued participation in the National Flood Insurance Program (NFIP) and your patience as we continue to work through our approach to implement the National Marine Fisheries Service (NMFS) Biological Opinion (BiOp) and Reasonable and Prudent Alternatives (RPA) that were issued on the implementation of the NFIP in the State of Oregon on April 16, 2016. The purpose of this letter is to inform you that FEMA will revise its approach to implementation and adjust its timelines based on the authority granted in Section 1246 of the Disaster Recovery Reform Act of 2018 (DRRA), Pub. L. No. 115-254 which requires FEMA to delay implementation of the deadlines in the RPA by up to three years.

FEMA has been diligently working to determine the best way to address all of the RPA requirements within our agency's authorities; however, the established incremental timelines set forth in the RPA have necessitated a focus on the two-pronged approach (interim and permanent). Our first efforts have entailed working with our NFIP stakeholders over the past two years to learn what processes already exist at the state and local levels that could facilitate how the interim steps of the RPA might best be implemented.

Throughout this interactive process, we have been informed by feedback received from the state, communities and various other partners, on FEMA's proposed strategy to meet the interim RPA requirements. The most consistent message FEMA heard is a preference to adopt a single holistic plan rather than a series of steps that lead to overall compliance. Several commenters stated that the level of effort to implement the draft interim solutions was not commensurate with a temporary solution. FEMA understands that making changes to flood damage prevention ordinances multiple times over several years is less than ideal.

Consequently, FEMA plans to address the desire of our stakeholders for taking a more efficient approach by delaying the April 2016 NMFS BiOp implementation timeline for the full three year extension, or until October 5, 2021. This will allow FEMA to provide communities with greater certainty while maintaining as much flexibility as practicable for a more holistic response encompassing all of the RPA requirements that FEMA has the authority to implement without developing regulations.

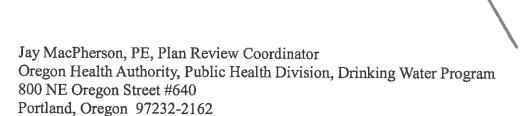
Sincerely,

Eric Letvin, PE, Esq., CFM

Deputy Assistant Administrator for Mitigation Directorate Federal Insurance and Mitigation Administration



February 1, 2019



RE: City of Brownsville – OR4100152

Water System Improvements – Water Line Exemption

Dear Mr. McPherson:

With this letter, the City of Brownsville requests plan review exemption status.

The City has a current Water Master Plan, which was approved by Oregon Health Authority in 2013.

The City certifies that future main extension work will be completed and carried out in conformance with OAR 333-061-0050 Construction Standards; and that they will contract with an Oregon Professional Engineer to provide the engineering services with qualified staff effectively supervising the projects.

No water main extensions were completed in 2018.

Please give me a call if additional information is required.

Sincerely,

Ryan Quigley, P.E.

The Dyer Partnership Engineers & Planners, Inc.

cc: S. Scott McDowell, City of Brownsville

Same Problems, **Different Century**

By Derek Prall

American City & County has been running continuously since 1909. As such, our archived materials chronicle the evolution of urban America in a unique, historically significant way. Starting this year, we'll be bringing back our history page, running articles from our past editions that reveal what political leadership of the past considered important and demonstrating that they faced many of the same issues we face today.

Take the following article for example. Printed in the August 1919 edition of AC&C, it discusses the reluctance many civic

leaders feel to improve infrastructure often because of economic considerations. However, the author argues, "the beneficial results of an immediate and widespread resumption of public and private improvements will be incalculable."

Sound familiar? This month's story on water infrastructure makes the same argument. Although it might not be popular, local leaders must have the political acumen to convince their constituents that investment today will pay dividends tomorrow. It was true 100 years ago, and it's still true today.

"Spruce Up"

By Colonel Arthur Woods Assistant to the Secretary of War

Now that the war is over and the army is being demobilized at unusual speed, a reaction has set in. From a period of great activity we have come to a period of inertia. In many instances there is a reluctance to make needed improvements, to pave streets, to renovate city halls, fire stations, and water-works, to construct new parks, or any of the other numerous municipal improvements that have long been needed and the construction of which has been prevented by the greater need of war-time production. Materials and labor seem high. Perhaps prices may fall. The official and the private individual may say to themselves that "next year is as good a time as this for such construction." But is it?

The beneficial results of an immediate and widespread resumption of public and

private improvements will be incalculable. While the paving of a single street may not affect the labor situation, the paving of a thousand streets means a call to labor in the gravel pits, in the machine shops, and in the road oil plants, to say nothing of the labor required to do the work itself. Such municipal activities likewise create a demand for labor in the quarries, in the mines, in the forests and on the railroads. If one storekeeper orders a few new fixtures, it means nothing; if a thousand municipal purchasing agents order new material and new fixtures for cleaning up and sprucing up streets, fire stations, water-works, etc., it means that machinery, lumber, glass, wood, paint and other materials in large quantities will be required to supply the needs. "Spruce up?" Now is the time to begin.

MONTH END RECAP

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