



Council Meeting

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

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CITY OF BROWNSVILLE

Council Meeting

Tuesday, March 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: February 26th, 2019
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Oath of Office – Councilor Mike Neddeau
 - B. Joe DeZurney – Social Gaming Ordinance Request
 - C. Cascade West Council of Governments – Fred Abousleman & Rachel Maddock-Hughes
 - D. Total Maximum Daily Load (TMDL) Plan Review
- 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 2019.08: Worker's Compensation Coverage Declaration**
- B. **Bob Anderson Recognition Proclamation**

10) ACTION ITEMS:

- A. **2019.2020 Council Goals**
- B. **Meals on Wheels Partnership Contribution Request**
- C. **Napa: Park Avenue Road Closure Request**

11) DISCUSSION ITEMS:

- A. **Vineyard Wind Machines Awareness**
- B. **Revisit Council Rules**
- C. **February 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

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 Minutes

February 26th, 2019

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

PUBLIC: Halsey City Administrator Hilary Norton, Halsey Mayor Jerry Lachenbruch, Kim Clayton, Elizabeth Coleman, Jannea Deaver, Candi Unger (*Sweet Home Sanitation*), Tia & Holly Parrish (*The Times*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell added several items to the agenda. McDowell explained that there was a copy and explanation on Council's desk of the 2017-18 audit, Councilor Hansen provided literature on local government responsibilities from the League of Oregon Cities, and R 2019.07 that pertains to the cemetery bridge.

MINUTES: Councilor Block made a motion to approve the January 19th, 2019 Goal Setting Session and the January 22nd, 2019 and the meeting minutes as presented. Councilor Hansen seconded the motion, and it passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. **Oath of Office – Mayor Don Ware.** Mr. McDowell administered the Oath of Office to Mayor Ware. Councilor Neddeau will be sworn in next month upon his return.
2. **RAIN Update – Corey Wright.** Mr. Corey Wright thanked Council for the opportunity to speak tonight. He is a venture catalyst. He spoke highly of Brownsville, stating that he had some local connections here. One key area of focus is on entrepreneurs that want to sell nationally and internationally. He works on recruitment and business retention and expansion. RAIN only goes where they are invited. He spoke about his various activities and upcoming workshops. Basically, Wright has three asks tonight, 1) let him know of entrepreneurs, 2) if you are a business owner, and interested in mentoring, let him know, and 3) he is also asking for investors to invest back into the RAIN program.
3. **Sweet Home Sanitation (SHS) – Candi Unger.** Ms. Unger is the current site manager for SHS. She is here tonight to talk about a rate adjustment and current recycling. Unger reported that they do have a use for recycling now, so that program will be starting back up. It is also time for the annual price increase, which will take effect in March. Current and historical rates were discussed. Councilor Thompson asked about recycling. Unger stated that it is currently going to International Paper in Springfield. Councilor Hansen asked if the rate is negotiable; stating that there were two rate increases in 2018 totaling almost 10%. McDowell stated that the rate is negotiable from 0 - 2.9%, and their proposal is based on the new CPI, which more accurately reflects their industry. The first crisis is recycling. Prior to asking for the rate increase, SHS was taking a loss on recycling. *Councilor Block moved to cap the proposed rate increase at 2%. Councilor Thompson seconded the motion.* Mayor Ware called for discussion. Councilor Gerber asked what this limited rate increase would mean for SHS? Unger replied that she would need to get creative with her budget to cover costs going forward.



Council Minutes

Gerber remarked that she feels that Brownsville is getting an incredibly reasonable price, and that we need to make sure that our hauler/partner is meeting their needs as well. Councilor Thompson remarked that it is a tough situation, but it would be a bit easier if we can hold the costs a little bit this time for future increases. Balance is important. *A vote was called for with all voting in favor and Councilor Gerber and Mayor Ware voting against, motion passes 4-2.*

4. **Audit Review – McDowell and Morrow.** Mr. McDowell extended a welcome to Halsey City Administrator Hilary Norton and newly elected Mayor Jerry Lachenbruch. McDowell created a PowerPoint presentation around the City's fiscal financial health and the recently completed FYE 6/30/2018 audit. The financial process is tied closely with the annual audit. Assets, liabilities, balance sheets, transfers, and fund balances were reviewed as well. In actuality, City finances are doing well. With the refunding of the bonds, the City saved taxpayers over \$1.27 million over the life of the loan. The OECD bonds were not able to be refunded as they are based on revenue bonds, which is a little different than the other bonds. Revenue forecasting, budgeting, utility bonds and debt service fees and taxes were also discussed. Mrs. Morrow reviewed the End of Month Recap with a thorough explanation of what all the numbers meant on the month end report. McDowell stated that we are almost at a 1-1 ratio with bonded debt and cash on hand. When the City reaches the \$6 million mark, it may be a good idea to look at diversifying and perhaps consider addition investment vehicles with \$1 million in low risk investment opportunities.

DEPARTMENT REPORTS:

1. **LCSO Sheriff's Report.** Sergeant Klein reported that in January there were 21 traffic citations, and 44 warnings, 23 hours for traffic enforcement, and 217 hours overall. (The 17 hours were over what our contract requires, but the City is not charged extra for these hours.)
2. **Public Works.** Public Works Superintendent Karl Frink reported that the contract for the new meters has been signed, and there are approximately 400 installed as of today. They are moving right along, and so far, have been great to work with. Frink is getting more and more excited about the automated system.

Superintendent Frink stated that the City has gotten complaints about trucks filling up at the hydrant on Bishop Way. Mr. Frink explained the process for Council. He inspects all that trucks before they first fill up and begin using the water system to check for compliance with City of Brownsville and State of Oregon rules. The water is billed as bulk water, and folks must set up an account at City Hall before the process can begin. They are charged for a maximum load each time they fill up. Mr. Frink wants to make sure that folks know there is a process and procedure to getting water here. Frankly, Frink stated that he is tired of these complaints. He is licensed for these procedures and takes this responsibility very seriously as his licensure is always on the line for the City's public water system. The initial complaint was taken back in October, and this individual is just now bringing the issue to Council? Frink is very disturbed with this whole situation. Councilor Block stated that he was approached by this same individual back in October and he advised him of the avenues he should take to get the answers to his questions. Again, Councilor Block is wondering why this is coming before Council at this late date. The City has a very strict policy regarding bulk water.



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Frink talked about discharging from the lagoons and that there have been no violations about the discharging.

Frink advised Council that the City has hired the Linn County Road Department to grade the streets in town. Graveling will start soon, as weather permits.

Public Works Staff continues to work in Pioneer Park raking, picking up leaves, and addressing general maintenance items.

Mayor Ware complimented Public Works Staff for the great job they did with cleaning up and dealing with the snow.

3. **Administrator's Report.** Mr. McDowell shared a couple of thank you notes that Staff has received.

In November 2017, a property owner and business partner submitted an application for permits to Linn County to establish a large indoor/outdoor marijuana grow operation to be located just outside City limits on Gap Road on EFU land. Council initiated a ballot measure to ban all marijuana in town. The measure passed by approximately 65%-35%. Council also requested that Linn County expand the Urban Growth Boundary (UGB) to preserve buildable land in the City that would suffer the huge detrimental impacts from a large-scale marijuana grow. Linn County requested that the City officially submit our land inventory before they will rule on the issue. The City is working on that every day, and hopes to have that project finished up soon.

Regarding marijuana tax income, the 17% is only allowed or received if you have all four types of marijuana related businesses in town. The City has never been eligible for these monies because Council only approved three uses originally. The City is eligible to receive the 3% tax. Please see Mr. McDowell if you would like more information. Some information is confidential under a secrecy clause required by the Oregon Department of Revenue.

The Cascade West Council of Governments is working on objectives for the long legislative session now underway. The first \$50 of each fine levied goes directly to the State. Retired Judge Jad Lemhouse was a huge advocate for us and other small cities. He recommends that everyone, Council, Linn County and the COG included, advocate going forward to change some of these laws. At the end of the day, it is next to impossible to focus on all the issues that need to be addressed. But we need to be vigilant attending to these important details and possibly consider getting an actual lobbyist to help us with these and other relevant issues.

Mr. McDowell along with Councilors Block and Thompson recently attend a LOC training day. Councilor Hansen also attended a budget workshop at the coast.

Mr. McDowell contacted Linn County concerning the crosswalk issue. He was told that they will review any plan we might submit, but are unwilling/unable to do it for us. McDowell will contact an engineering firm to get an estimated cost for this plan.

McDowell reported that Staff continues to work on policy issues. One issue that keeps arising is private development of private property. Council will remember that if a development is an outright permitted use under Brownsville Municipal Code, the City has no say in that development. The City's job in that scenario is to



Council Minutes

make sure that our standards and regulations are met to protect the City and it's taxpayers.

McFarland Cascade developed their peeling plant when there were no noise standards in place. After the City received several complaints, they installed soundproofing and baffling to mitigate the noise, but were not required to go the extra mile, they were just being a good neighbor. Mrs. Coleman stated that she spends a lot of time explaining issues that have arisen because of rumors. Her hope is that in the future, folks would come in and get the real information, and not rely on rumors. She is always willing to explain the comprehensive plan, building codes, fence line, property lines, etc. Again, it's important to remember that if private property development meets the needed criteria, folks are free to develop/improve their land.

Wyatt Rolfe from Schroder Law is reviewing a water curtailment issue from Oregon Water Resources Department. McDowell and Frink continue to work diligently on these regulations.

City Hall is already hearing concerns about higher rates. Rates are NOT going up. The new Kamstrup meters more accurately detect and read water usage than the old meters. McDowell quoted Randall Roost, (*Senior Water Planning Engineer at Lansing Board of Water & Light*), "Utilities have done a very poor job of communicating the value of water to their customers.... We're out of sight, out of mind. You turn on the tap, the water comes out. You pay your bill every month and you move on. People don't think about water systems, and they become complacent about the service." Going forward McDowell stated that Staff is going to need Council's support on this issue. Folks have old systems, old pipes, leaks are going to be easier to detect, and going forward it is important that Council can be passing on the right information to our customers.

Mrs. Morrow recapped EPC's (*Emergency Planning Committee*) last meeting, future goals, and current status.

McDowell stated he along with Councilors Gerber and Chambers recently attended an FRC (*Facilities Review Committee*) meeting. The meeting was well attended with CLSD representatives, and it was a good initial conversation. The group will meet again in early April.

McDowell has been asked to speak at a Goal Setting Session for Sweet Home Council. Also, the annual CIS conference is this week. He will be singing with the band on Thursday night; they do 15-16 songs. Also, McDowell stated that he will not be singing at City Council!

4. **Library Report.** No comments.
5. **Court Report.** No comments.
6. **Council Comments.** Councilor Thompson stated that her biggest take away from the FRC meeting was that there are a lot of dedicated parents that put the programs together and keeping them strong.



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LEGISLATIVE ITEMS:

1. **Resolution 2019.07 – Cemetery Bridge Repairs.** The City just received the 3rd quote last Wednesday. He sent the quotes over the McGee Engineering for a recommendation. They recommended Farline Bridge, Inc. Their bid is not the lowest, but is the most substantial and will achieve the best load rating that is possible. *Councilor Gerber moved to approve R 2019.07, Option 2, as presented. Councilor Hansen seconded the motion, and it passed unanimously.*

ACTION ITEMS:

1. **Central Linn Community Foundation Partnership.** Mr. McDowell shared a thank you letter from the CLCF for the City's \$1,000 partnership this year.

DISCUSSION ITEMS:

1. **DEQ & Storm Water Rules.** McDowell included in the packet an article highlighting several cities that are initiating legal action against DEQ regarding unfunded mandates that are causing great financial concern for cities as they attempt to reach compliance for TMDL. He is asking for Council's wishes on the matter. Consensus was to send McDowell forward to gather more information.
2. **Goals & Priorities 2019-2020.** McDowell included in the packet lots of paperwork generated at the Goals Setting session. Ongoing high priorities include land use inventory, FRC discussions, downtown sewer collections lines, WTP (2024) are a few of the priorities that Council is already working on. Councilor Hansen led a discussion about setting other goals and priorities. Final group consensus goals and priorities for 2019-2020 included building rules and standards, economic development, TMDL, Advocacy, EPC, and possibly a sidewalk program. McDowell will bring a draft to the next meeting for final approval.
3. **Sidewalk Program.** Councilor Block expressed interest in the details of setting up a sidewalk program as a goal or priority for 2019-2020. It is important to note that Council has never been interested in moving forward with this program in the past. Basically, sidewalks are the responsibility of the property owners. If Council decides to move forward, basically the town would be broken into sections, and citizens would have a certain amount of time to comply with creating their sidewalk. If property owners did not comply, the City would then come in and put in the sidewalk, and assess the cost back to the property owner. McDowell shared this information so that Council is aware of the logistics of this project and what angst might be generated due to topography and other factors.
4. **OGEC Preparations.** Mr. McDowell informed Council that they should all be getting an e-mail soon from the Oregon Government Ethics Committee. All elected and appointed officials are required to complete and submit this information annually; if not completed by April 15th, fines and fees will be assessed. Please contact Mr. McDowell if you have any questions, or need assistance.
5. **January Financials.** No comments.



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CITIZENS COMMENTS – No comments.

COUNCIL COMMENTS – No comments.

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

ADJOURNMENT: *Councilor Block moved to adjourn the Council meeting at 8:50 p.m. Councilor Hansen seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

March 26th, 2019

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

One liner of the month

Consciousness: that annoying time between naps.

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.

“Never be limited by other people’s imaginations.”

~ Mae Jamison, NASA Astronaut



NASA Astronaut
Mae Jamison

“Honesty helps... You tell the truth, ask for help,
instead of saying I know what I’m doing.”

~ Penny Marhsall, Actress, Producer and Director

“Put your ego in your pocket and sit on it.”

~ Beverly Jenkins, Author

Representative Marty Wilde Town Hall – Mayor Ware will be hosting State Representative Marty Wilde, Wednesday night March 27th, in Council Chambers from 6:00 p.m. to 8:00 p.m. It is a great opportunity to introduce yourself and share some of the City’s concerns.

OGEC & Statement of Economic Interest due by April 15th, 2019.

Please let Tammi know when you have completed your filing. So far, Block, Hansen and Ware have completed this annual task. Thank you!

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

6) PUBLIC HEARINGS OR PRESENTATIONS:

A. Oath of Office – Councilor Neddeau will be officially sworn into office.

B. Cascade West Council of Governments – Executive Director Fred Abousleman and Deputy Director Rachel Maddock-Hughes will be addressing the Council to review Cascade West Council of Governments services and such.



Fred Abousleman

C. Social Gaming Ordinance Modification Request – Mr. Joe DeZurney is requesting a language modification to the Social Gaming ordinance to add better clarity. There is a



City Administrator Report

discrepancy in the language that DeZurney feels should be clarified due to potential interpretational errors. Mr. DeZurney has operated and been involved with this weekly game since the inception of the ordinance in 2007. The game has operated all this time in two locations, The Corner Café and Kirk’s Ferry, with no complaints against either establishment. Mr. DeZurney would like to ensure that the game stays in compliance and continues to be a popular place for players to play.



- D. **Total Maximum Daily Load Review** – Karl Frink and I will provide an overview of the TMDL program, what is entailed and what the City has submitted to DEQ for consideration. The presentation will include implications and requirements of this program. DEQ made several modifications to the last draft of the five-year TMDL plan. Karl and I have sent back another draft, draft #3.

As directed by Council, I have spoken with some of the cities who have recently sued DEQ over MS4 requirements. The City is not able to join this legal effort because Brownsville is a non-MS4 city. Every other non-MS4 city is interested in working on a plan to demonstrate to the public the devastating impacts of this program to local taxpayers and rate payers, the untenable position it places all elected officials in, and time requirements on staff and other financial resources.

9) LEGISLATIVE:

- A. **Resolution 2019.08: Worker’s Compensation Coverage Declaration** – Annually, Council passes this resolution to extend coverage to all volunteers working on behalf of the City.

What is Council being asked to do?

Pass the resolution to cover volunteers working on behalf of the City.

- B. **Bob Anderson Proclamation** – Mayor Ware prepared a proclamation for long-time resident, City champion and cheerleader Mr. Bob Anderson. The proclamation was presented to his family at his memorial service on Sunday, March 24th. I have included the proclamation for your review.

10) ACTION ITEMS:

- A. **2019.2020 Goals Final Review** – Please review the goals for the meeting. I will be giving a brief presentation. I hope Council will finalize these priorities so that I can move forward setting budgeting objects. The goals can be found in the agenda packet.
- B. **Meals on Wheels Partnership Contribution Request** – Annually, the City provides partnership support for Meals on Wheels. The request is included in the agenda packet for your review.
- C. **Napa: Park Avenue Closure Request** – Mr. Steve LaCoste is requesting the closure of Park Avenue from 8:00 a.m. to 5:00 p.m. on Friday, May 3rd, 2019. Mr. LaCoste will clear the street closure with surrounding neighbors.





City Administrator Report

11) DISCUSSION ITEMS:

A. Vineyard Wind Machines Awareness – The machines may turn on soon depending on temperatures. Due to low overnight temperatures, the wind machines are used to prevent ‘cold injury’ to the grape vines. The wind machines are very noisy due to the blades and the engines used to generate electricity. Basically, the machines are programmed to turn on at certain temperature levels, generally around 36° F and can only be ran during certain wind speeds. The site has numerous wind machines and they generate a very noticeable sound throughout town. The motors sound like an old farm tractor and the blades have a high-pitched sound. A low frequency hum can be heard



throughout town when all the wind machines are operating.

B. Revisit Council Rules – If Council agrees with the language provided by City Attorney Ross Williamson, I would like to ask Mayor Ware and Council President Block to be part of the initial review of the rules. Please see the language under the Status Update Section of this report.

C. February Financials

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

- ▶ *Attended LOC training with Councilor Thompson and Councilor Hansen.*
- ▶ *Attended Budget Training with Administrative Assistant Tammi Morrow.*
- ▶ *Convened two meetings of the Ad Hoc Canal Company Committee with Councilors Block and Thompson and Administrative Assistant Tammi Morrow.*
- ▶ *Visited the maintenance construction project at the cemetery.*
- ▶ *Worked with Public Works Superintendent Karl Frink on two separate TMDL required reports.*
- ▶ *Attended several software training sessions.*
- ▶ *Filed the required reports to the MSRB using EMMA for the Bond Refunding.*
- ▶ *Attended the City Managers Meeting at the Cascade West Council of Governments.*
- ▶ *Attended RAIN program in Sweet Home.*
- ▶ *Met with Corey Wright to plan for the upcoming Brownsville RAIN event.*
- ▶ *Multiple conference calls with Wyatt Rolfe about OWRD ruling and implications.*
- ▶ *Attended the Annual CIS Conference with Administrative Assistant Jannea Deaver.*
- ▶ *Worked toward additional meetings with the LCSO and the LCPBD.*
- ▶ *Met with Senator Wyden’s, Senator Merkley’s and U.S. Representative DeFazio’s Oregon field representatives.*



Policy

fyi

fyi

fyi

Utility Bill Explained

ACCOUNT NUMBER
Meter linked to your address.

PRESENT READING
Number shows current usage on the 15th.

PREVIOUS READING
Number is usage from previous month on the 15th.

UNITS USED
1 Unit = 1 Cubic Foot of Water
1 Cubic Foot = 7.48 Gallons of Water
80 Units = 598 Gallons of Water

Sewer Debt: Flat rate of \$15 goes to pay down the \$9,863,079 debt that includes the Water Bonds (1996) and the Wastewater Bonds (2007).

UTILITY BILL EXPLAINED

DUE DATE
Bills are always due on the 10th.

City of Brownsville

DATE BILL MAILED

DAYS USED
Meters are read monthly on the 15th.

Cost for Water Usage
Portion of Bill

Cost for Sewage Usage
Portion of Bill

AMOUNT DUE
Your total bill for service provided for the month.

SERVICE ADDRESS
Your property where service is being provided.

DESCRIPTION	AMOUNT
PAST DUE BALANCE	-0.03
Water Service	25.43
Sewer Service	44.06
Sewer Debt	15.00
WATER CAPITAL IM	2.50
Flat rate for Future System Improvements	
AMOUNT DUE	86.96

City of Brownsville

MONTHLY AVERAGE USAGE

Usage	Rate
0 - 300 c.f.	\$ 25.43
301 - 600 c.f.	\$ 1.66 per hundred c.f.
601 - 1000 c.f.	\$ 1.84 per hundred c.f.
1001 - 1500 c.f.	\$ 1.89 per hundred c.f.
1501+ c.f.	\$ 2.05 per hundred c.f.

Water Rate Schedule

Base Rate
Includes up to 300 Cubic Feet of Water or 2,244 gallons. Additional water is calculated using the tiers of the schedule.

In-City Sewer Charges:

Usage	Rate
0 - 300 c.f.	\$ 34.67
400 - 500 c.f.	\$ 40.77
600 - 800 c.f.	\$ 44.05
900 + c.f.	\$ 48.66
Sewer Only	\$ 44.05

Sewer Rate Schedule

Base Rate
Includes up to 300 Cubic Feet of wastewater or 2,244 gallons.
Rate is based on December, January & February which are the lowest flow months of the year. So, if during those three months your average is 200 c.f. your rate for the year would be \$34.67.

UTILITY BILL EXPLAINED

New customers start at tier three. All accounts are adjusted annually.

Why
Many customers have had reoccurring questions about the utility bill. Now we have this diagram to help everyone understand the information. This information can be found at https://www.ci.brownsville.or.us/sites/default/files/fileattachments/utilities/page/5431/utility_bill_explained.pdf.

HAPPENINGS

Farline Logistics – I have worked with City Engineer Ryan Quigley, Public Works Superintendent Karl Frink, Dave & Joey Walcznak from Farline Bridge Inc. and Bridger Johnson from McGee Engineering to coordinate the logistics for the bridge maintenance work. Administrative Assistant



City Administrator Report

Elizabeth Coleman and Administrative Assistant Tammi Morrow helped with the project as well. The neighbors have been wonderful to work with and we know have a new bridge for the cemetery. The installation crew was dialed in! Public Works Superintendent Karl Frink will show some slide of how the bridge was put together and share the finished product. Councilors Block & Thompson were on-site to see the crew working last Wednesday.



Water Meter Installations – Nearly 99% of the new meters were installed by March 15th. Staff continues to train on the new software in hopes to get all accounts entered and audited for the bills to go out at the end of the month. I have placed information on the website that explains the City Utility Bill and talks about conservation tips. Conservation will only work so well due to the base rate process the City has to use to retire the debt and run the utility. It's important to remember the value of water and sewer services. The City delivers a highly valued product that meets State and Federal standards and treats wastewater to State and Federal for about \$2 a day, not counting debt service fees. It is also important to share where the City's Utility Rates come in compared to the cities in the Willamette Valley. I would like to say further that the City has not raised the rates. The new meters are more accurate than the older mechanical ones. Below is an article that was placed in *The Times*:

New Water Meters

There has been some confusion about the new water meters. The City would like to clarify a few points.

1. The City is **not** raising rates.

Council has historically raised rates 3% in June, effective July 1st of any given year. Since 2007, the average Water & Sewer Bill has risen from \$76.00 per month to \$88.00 per month. Council placed a \$15.00 Sewer Debt line item on the monthly bill in 2007, which is included in the total amount above, to help pay for bonds that were issued for the Water Treatment Plant & Distribution Improvements (1996) and the Wastewater Treatment Plants & Improvements (2007).

2. The new meters are more accurate than the old meters.

When water meters get older, they register slower. The new meters accurately measure the water being used by each property as soon as water is drawn. Old meters may not start registering use until 50 or 100 gallons, as an example, move through the meter.

3. Old water pipes.

Many homes may have leaky water pipes. You may have a leaky faucet or toilet for example. The new meters will detect leaks immediately. This will allow for plumbing problems to be taken care of quickly.

4. Conservation.

The new meters will track water usage better. The City's continued use of its existing water rights will depend on adopting a Water Management and Conservation Plan. The new meters will be a critical tool for the City's water distribution system. Homeowners may also decide to install low flow toilets or energy efficient washing machines to further conserve water usage. Base rates will still be in effect.



City Administrator Report



Budget Training Attendance – Administrative Assistant Tammi Morrow and I attended the annual budget training in Eugene. No changes to the budgetary process for this upcoming fiscal year. Councilor Hansen also attended budget training for elected officials! Thank you, Dave!

2019 City Prospectus Update ☒ – I have updated this report which is *essential reading* for Budget Committee members. The report has been posted on-line under the Budget section, <https://www.ci.brownsville.or.us/bc-budget>. If you should want a printed copy, please let me know.

EPC & Principal Hermansen ☒ – Brownsville Fire Chief Kevin Rogers, Halsey-Shedd Fire Chief Travis Hewitt, Administrative Assistant Tammi Morrow and I met with Central Linn High School Principal Heidi Hermansen to discuss emergency preparedness education. The conversation and cooperation were very encouraging. Chief Hewitt shared a safety concept known as Jacob's Kit which would put basic triage kits in Central Linn Schools. We are working together to educate students on the importance of being ready in the event of community-wide emergencies.

Ad Hoc Canal Company Discussions – Council President Doug Block, Councilor Tricia Thompson, Administrative Assistant Tammi Morrow and I have been holding ad hoc meetings to discuss the Canal Company & the mill Race as directed by Council. We hope to have a report to Council as soon as the April meeting.

Software Training ☒ – Administrative Assistant Jannea Deaver, Administrative Assistant Tammi Morrow and I have been working on multiple software platforms for Kamstrup, Harris (General Ledger), and Municode. Municode has developed an automated reservation system for the City. Administrative Assistant Elizabeth Coleman and Mayor Ware have been instrumental in making this happen by watching the front counter and answering phones during training sessions. We are almost there! I will provide an overview of the reservation module at a future Council meeting.

Cascade West Council of Governments Managers Meeting ☒ – We spent the entire session discussing updates on bills being considered or in committee in Salem. Cascade West Council of Governments Executive director Fred Abousleman has been very busy working on the advocacy pieces identified by the group before session. Two managers have been testifying on the Wetlands bills being sponsored by the Cascade West Council of Governments. Growing concern on many bills that will have a huge tax/fee impact on local cities.

Step up IT – I recently met with this company out of Eugene to discuss cybersecurity and I.T. They are working with Sweet Home and with other governmental agencies. I met with them a year ago, but we were not ready. A lot has happened since last year, we are in the process of getting a fiber optic system in Brownsville, we are using cloud services for Utility Billing and General Ledger, and we have automated the water distribution system, to name a few. Security and expertise will be important for City computer systems moving forward. I have provided I.T. for several years for the City and will continue to be involved, but the City will need additional assistance with this important issue in the future.

CIS Annual Conference ☒ – Administrative Assistant Jannea Deaver and I attended the City/County Insurance Services (CIS) Annual Conference in Salem at the end of February. The



City Administrator Report

conference is very valuable. CIS is a membership organization, owned by the cities and counties of Oregon, to insure and defend Oregon taxpayers. They offer extensive risk management training, communicate health, vision, dental and other plan changes. They set the rules and requirements for property & liability insurance, worker’s compensation and life insurance. Rates were very stable this year, which is good news. CIS is also working on a policy template for cybersecurity and an updated model employee handbook.

RAIN Luncheon – I attended a luncheon in Sweet Home that featured Nate Wildfire as guest speaker. Mr. Wildfire gave an overview of the State’s role in Economic Development.

Active: Linn County Planning & Building Department Meeting Outcome – I continue to move this effort forward. So far, cities have reviewed proposed County forms. We are waiting on Linn County to review IGA’s and to provide training to cities. The County is also working on the State e-permitting system which will dramatically improve this process.

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!



Facilities Review Committee Recommendation Outcomes – Next meeting will be Tuesday, April 2nd, 2019.

From 02.26.2019: 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.

Active: Linn County Sheriff’s Office Quarterly Meeting Outcome – The City recently received the proposed rate increase from Sheriff Yon. The SO is asking for a 4.5% increase in each of the next two years. The Sheriff is still in labor negotiations, so nothing is final yet. We do need to move forward with budgeting. Council will need to make a few decisions around this issue. Below is the current contract price for this part year and what the price would be for next fiscal year:

Current Fiscal Year:	2400 Total Hours	\$67.33	\$161,592
	[3.58% Increase compared to the previous FY]		
FY 2019.2020:	2400 Total Hours	\$70.36	\$168,864
	[4.5% Increase compared to the previous FY]		

From 01.22.2019: Councilor Block & I attended the quarterly meeting in Millersburg... In March, the cities and the LCSO will work on the contract for the next four years so budgets can be set for FY



City Administrator Report

2019-2020. Cities total hours and LCSO labor costs were discussed. The next meeting will be in March.

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

<u>Total</u>		<u>Monthly Average</u>
207	Citations	15.9
369	Warnings	28.4
2,939.8	Hours	226.1

LCSO Month-to-Month Comparison

<u>Year</u>	<u>Month</u>	<u>Traffic Citations</u>	<u>Traffic Warnings</u>	<u>Total Hours</u>
2019	February	4	19	217
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

Council Rules – As directed by Council, I spoke with City Attorney Ross Williamson about Council Rules and Council's request for consequences that would change certain behaviors that cause problems for the organization or behaviors that are not covered by City insurance.

Below are some of the suggestions Mr. Williamson had for Council consideration:

Censure

- 1) The Council has the inherent right to make and enforce its own rules and to ensure compliance with those laws generally applicable to public bodies. Should any Councilor act in any manner constituting a substantial violation of these rules or other general laws, the Council, by majority vote, may discipline that Councilor to the extent provided by law; including public reprimand.
- 2) To exercise such inherent right, the Council has the right to investigate the actions of any member of the Council. Such investigation shall be referred to the Council to discuss any finding that reasonable grounds exist that a substantial violation has occurred. The alleged offender must be notified of a finding that reasonable ground exists that a substantial violation has occurred. The accused shall have the right to present a defense to the allegations. Upon finding that a substantial violation has occurred, the Council may, upon vote of the balance not accused, proceed with censure or impose a proper



City Administrator Report

sanction.

Councilor Conduct Expectations

Councilors will preserve order and decorum during council meetings and will not by conversation or other action delay or interrupt the proceedings or refuse to obey the orders of the mayor or presiding officer and council rules. Councilors will, when addressing staff or councilors, confine themselves to questions or issues that are under discussion; will not engage in personal attacks; will not impugn the motives of any speaker; and will at all times, while in session or otherwise, conduct themselves in a manner appropriate to the dignity of office. Councilors will not attack the knowledge, skills, abilities and personalities or impugn city staff members' motives in council or at any city meetings. In council meetings, councilors may discuss or suggest anything with the city administrator related to city business.

Oregon Water Resources Department (OWRD) and Wyatt Rolfe ☒ – The City received a final order from OWRD on the water curtailment issue from eight years ago. Public Works Superintendent Karl Frink and I sat down with the City's Water Rights Attorney, Wyatt Rolfe, to understand the implications. Rolfe reported that the State will be requiring the City to adopt a Water Management and Conservation Plan (WMCP). Dyer Partnership will need to be involved along with procuring measuring equipment. The City will need to budget for this priority for the upcoming fiscal year. Overall, Mr. Rolfe felt that the City fared well with this being the primary outcome. The new water meters will also prove to be a huge asset in verifying the effectiveness of the City's future WMCP.



Active: Water Rights – **From 02.26.2019:** 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...

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.

Active: Oregon Film Trail Project – All invoices have been received and paid. The City is awaiting the signs to be shipped.

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.



City Administrator Report

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

Pending: Marijuana Nuisance Ordinance Fix – **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 in making a recommendation back to Council.

Pending: Linn County Counsel Ruling – **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.



Pending/Active: Crosswalks on Main Street ☒ – As directed by Council, I asked City Engineer Ryan Quigley for an estimate for these services. I have included the estimate in the agenda packet for your review. Dyer Partnership does not provide traffic engineering services. They offer it through a third party. The estimate was for \$6,800. The study would look at various options and provide a report to Council. If Council approves this proposal, the City can move forward this year or budget it for next fiscal year. Linn County will be the reviewing authority on any changes or modifications that are made, if any. The City must provide officially engineered plans for any changes.

From 02.26.2019: 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, but will not provide any engineering for the project due to their workload.

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 ☒ – Please review the letter from Planning Consultant Dave Kinney. I asked Mr. Kinney to provide this letter to show Council the process and the political will required for this important project.

From 02.26.2019: 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.



City Administrator Report

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 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 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.

Active: Go Team Next Steps ☑ – Brownsville will be hosting an event in April. The flyer is enclosed in the agenda packet. The team is working with a consultant on the RLED part of economic development. A logo has been created and the member cities are discussing the details of the articles of incorporation.

From 02.26.2019: 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.*)



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.

ITEMS PENDING – Tabled, On Hold, Stalled or Waiting

Legislative Session Advocacy Letters – **From 02.26.2019:** I will relay a story from retiring Judge Lemhouse that highlights the importance of advocacy for local control, local authority and local viability.

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

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



City Administrator Report

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 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

NEWS

LOC Opposes Public Record Fine Bill

The LOC took action this week in opposition to legislation that would allow district attorneys to levy a fine against public bodies for perceived violations of public record laws. HB 2153, sponsored by Representative Karin Power (D-Hillsdale), seeks to give district attorneys or courts the authority to impose a fine of \$200 if a public agency does not respond to a public records request without undue delay. The LOC stated that it is not interested in prosecuting anyone that blatantly violates the law, but the bill fails to provide due process to cities and does not direct a district attorney to consider elements of state statute that allow agencies sufficient flexibility to fulfill requests without having to disrupt other essential functions. HB 2153 was also opposed by the Oregon District Attorneys Association. This bill is not scheduled for other consideration at this time.

Contact: Scott Winkels, Intergovernmental Relations Associate swinkels@orcities.org

Posted 3/15/19

PUBLIC WORKS AND INFRASTRUCTURE

\$2B trolley expansion underway in Calif.

An 11-mile trolley line expansion under construction in California is expected to be completed in 2021. The \$2.17 billion Mid-Coast Trolley Blue Line Extension will add trolley service from downtown San Diego's Santa Fe Depot to University City.

[KUSI-TV \(San Diego\)](#)



Respectfully Submitted,

S. Scott McDowell

Administrator's Report



Public Works Report March 21st, 2019

Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the month of March.
- *Distribution System* – There were several small water leaks this month. The automated water meter reading system is about 99% installed. There are a few remaining meters that are on order and will be installed once they arrive.
- *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. One of the turbidity display modules has failed and has been sent in for repairs.
- *Misc.* – Public Works will continue flushing fire hydrants as time allows

Sewer:

- *North Lagoons* – No discharge from this facility this month.
- *South Lagoons*- This facility will begin discharging on February 24th and have discharged about 30 million gallons so far. The amount of chlorine used is 160 pounds, and sulfur dioxide is 317 pounds. This facility will be discharging for another two weeks.
- *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 Cooley Avenue was removed due to rot and decay. The tree had become unstable and hazardous to the public.
- *Asphalt/Gravel Road Maintenance* –Public Works applied new rock to all unimproved streets in town.
- *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. The cemetery bridge has been replaced. The City hired Farline Bridge to replace the deteriorated bridge. Work began March 18th and was complete March 21st.

Parks:

- *Pioneer Park* –Public works has been mowing and maintaining the park as needed. The leaf collection is complete. Public Works has been cleaning off roofs, cleaning gutters and cleaning the facilities in preparation for opening the park April 1st.
- *Blakely Park* – This park has will be cleaned up and mowed as needed.
- *Kirk's Ferry Park* – This park has will be cleaned up and mowed as needed.
- *Remington Park* – This park has will be cleaned up and mowed as needed.

Cemetery:

- *Grounds* –Nothing to report this month.

Library:

- *Grounds*- This facility has been mowed as needed.
- *Buildings*- A broken light fixture has been 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 needed.
- *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 or in the process of being repaired to prepare for use.

Respectfully Submitted,



Karl Frink, Public Works Superintendent



PLANNING AT A GLANCE

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

- | | |
|--|---------------------|
| • Structural (30X36 Pole Building) | 133 Sage St. |
| • Mechanical (Wood Stove Installation) | 808 Northpoint Loop |
| • Mechanical (Install Heat Pump) | 1028 Linn Way |
| • Mechanical (Hood Installation) | 419 N Main St. |
| • Mechanical (Replace Gas Furnace) | 37495 Hwy 228 |

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. Still in process.

Other

Staff is currently working on several land use applications that will likely be heard by the Planning Commission in April.

Elizabeth E. Copman

*"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: February

TRAFFIC CITATIONS: -----	4
TRAFFIC WARNINGS: -----	19
TRAFFIC CRASHES: -----	0
ADULTS CITED/VIOLATIONS: -----	2
ADULTS ARRESTED : -----	4
JUVENILES CITED/VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED:-----	75
TRAFFIC HOURS-----	7.5
ADMINISTRATION HOURS-----	4

TOTAL HOURS SPENT: BROWNSVILLE 217

CONTRACT HOURS= 200 HOURS

**Jim Yon,
Sheriff, Linn County**

By: Sergeant Greg Klein

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR FEBRUARY 2019**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	24	0	1	23	
Violations	71	9	16	64	1
Contempt/Other	54	9	2	61	
TOTALS	149	18	19	148	

BALANCE SHEET FOR THE MONTH

Court Revenue

Court Payments

Total Deposits +	\$ 1,435.00	City	\$ 1,097.00
Total Bail Released +	\$ -	Restitution	\$ -
Total Bail/Bank Fees -	\$ -	Oregon Dept Revenue	\$ 270.00
Total Bail Held -	\$ -	Linn County	\$ 68.00
* Total Refund/Rest -	\$ -	State Misc.	\$ -
Total NSF's -	\$ -	DUII Surcharge	\$ -
Cash Shortage -	\$ -		

TOTAL COURT REVENUE	<u>\$ 1,435.00</u>	TOTAL COURT PAYMENTS	<u>\$ 1,435.00</u>
----------------------------	---------------------------	-----------------------------	---------------------------

Credit given for Community Service	\$ -
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Other Credit Allowed Against Fines	\$ -
------------------------------------	------

TOTAL NON-REVENUE CREDIT ALLOWED	<u>\$ -</u>
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TOTAL CASH PAYMENTS TO:

CITY	\$ 1,097.00
STATE	\$ 270.00
COUNTY	\$ 68.00
*REFUND/RESTITUTION	\$ -
TOTAL:	<u>\$ 1,435.00</u>



Library Advisory Board

Librarian's Report

February 2019

Here are a few facts about our library the month of February 2018. We have received 56 new books for the library. Volunteers donated 128.5 hours to our library. There were 1,391 materials checked out. 462 adult fiction books; 194 adult non-fiction books; 102 audio books; 381 children's books; 179 junior books; 24 junior reference books and 49 large print books.

In February we held 10 children's programs with 124 participants. There were 7 programs for adults with 45 participants. Our adult programs included World Cultures & Travel: Barcelona (excellent); Get Crafty: Kindness Rocks Painting (lots of fun); a weekly Stitchery group and monthly Book Club (run entirely by volunteers).

I cancelled the contract on the old copier as it was not a cost-effective use of the City's monies. Of course, three weeks later it stopped working. I purchased a new copier that is the same model as the public printer/copier/scanner. This machine uses the same printer cartridge. Even in the unlikely event of having to purchase a new copier each year, the cost will still be less than half of the yearly service contract we were paying.

I am eagerly awaiting the author sketches of nationally known artist Rick Bartow. This exhibit is on loan from the Newport Public Library (Oregon). Library Display Volunteer and local artist Rhoda Fleischman was elated while unpacking these beautifully framed paintings. Ms. Fleischman and Librarian Sherri are working together to bring a program about Rick Bartow and his contributions to the art world. Stay posted for more events at your local Library. The more I look at these paintings, the more I see. This is a brilliant collection. I hope many of our community neighbors and friends come view this exhibit.

Respectfully submitted,


Sherri Lemhouse
Librarian



Library Advisory Board
Librarian's Report Addendum

March 14th, 2019

To: Mayor Ware & Council Members
From: Librarian Sherri Lemhouse
Re: Linn libraries Consortium Review & Recommendation

Honorable Mayor Ware & Councilors,

Mr. McDowell and Librarian Lemhouse presented discussion about the Linn Library Consortium (Consortium) to the Library Advisory Board (LAB). Mayor Ware received a letter which was forwarded to the City Council about the possibility of joining the Consortium. City Council asked Mr. McDowell and Librarian Lemhouse to review the details of the Consortium, discuss it with the LAB and bring a recommendation back to Council.

The Consortium is currently made up of six (6) libraries in Linn County. The Consortium is offering to write a grant to bring our Library under their umbrella. The grant funding would include migrating our library and patron records, support and courier costs and equipment and supplies necessary for resource sharing.

★ Advantages include:

1. Patron access to other libraries.
2. E-mail or text notice when books are due or holds are ready for pickup.
3. IT assistance for the Library which would free up the City Administrator.

★ Financial Costs include:

1. Increased software fees.
2. A yearly courier fee of \$1100+ per year for FY 2019/20 (\$609 FY 2018/19)
3. Possible front desk redesign for self-checkout.
4. Librarian time away from building for training.
5. Additional training time for volunteers.
6. City IT (Mr. McDowell) and Librarian staff time for records migration.

★ Disadvantages include:

1. Our collection becomes a floating collection.
2. Increase of books possibly not being returned.
3. Our front desk staff are volunteers not paid staff.

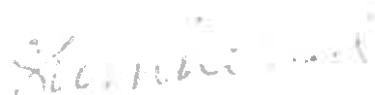
★ Unintended Consequences Considerations included:

1. A digital library such Library2Go would not be included for our patrons.
2. Our special collections could be leaving our Library.
3. Do the Consortium's goals meet the goal our community has set for our Library?

After some discussion, Mrs. Saltzer made a motion that we 'Do not join the Linn Library Consortium.' Mrs. Landon seconded the motion. The motion was unanimously approved by all. The chief reason cited was the overall community buy-in at the Library. Programming efforts, volunteering and a rich history of civic engagement are hallmarks of the Brownsville Community Library. The City has spent considerable resources improving and modernizing the Library over the course of the last decade. A move to the Consortium creates unnecessary change and doesn't provide enough advantages to the Library based on the mission of the Library.

The LAB is contemplating doing research on adopting the Library2Go or Overdrive technology models in the future. Patrons would then be able to download materials on personal electronic devices. The Board wants to determine the need for such a move.

Respectfully submitted,



Sherri Lemhouse
Librarian

David W. Kinney
Community Development Consultant
 791 E. Hollister St., Stayton, OR 97383
 (503) 551-0899
 Email: dwkinney@wvi.com

March 18, 2019

To: S. Scott McDowell, City Administrator, City of Brownsville

From: David W. Kinney, Planning Consultant

In RE: Buildable Lands Analysis and Potential Expansion of Brownsville UGB

Issue:

The City Council, Planning Commission and city staff have expressed concerns that the City does not have an adequate supply of vacant, buildable land for new residential or commercial development.

Under Oregon's land use planning requirements, each city in Oregon must provide a 20-year supply of available land that can be developed for residential, commercial, industrial, and public uses and be served by City's public infrastructure (roads, storm drainage, water and sewer facilities). The last time the City completed a Buildable Lands Analysis was in 1980.

The City will prepare the *Brownsville Buildable Lands Analysis Update* in 2019 to address the issue.

What must be considered in a Buildable Lands Analysis?

Oregon Revised Statutes (ORS) 197.296, Statewide Planning Goal #2 "Land Use" and OAR Chapter 660 establish standards and criteria cities must use to inventory and analyze buildable lands. OAR requirements include:

- | | |
|------------------|---|
| OAR 660.008.0010 | Analysis of needed housing mix and densities |
| OAR 660.009.0015 | Analysis of economic opportunities and employment lands |
| OAR 660.024.0030 | Population Forecasting |
| OAR 660-024-0040 | Analysis of Land Need |
| OAR 660.024.0050 | Evaluate the adequacy of the current UGB. If a UGB expansion is needed, complete an alternative sites analysis to select preferred location(s) to expand the UGB. |

Land Use Analysis:

The *Brownsville Buildable Lands Analysis Update* will satisfy these requirements. The Planning Consultant will work with the Linn County's Geographic Information System (GIS) staff to prepare maps, data tables and a written report.

The *Brownsville Buildable Lands Analysis Update* will include several elements:

1. 20-Year Population Projection (PSU's 2017 Population Forecast for Linn County)

2. Inventory and maps showing existing Residential, Commercial, Industrial and Public land uses.
3. Maps of non-buildable lands that are constrained by steep slopes, floodway or wetlands.
4. Land Use Needs Analysis:
 - a. Residential Lands. Determine the number of vacant, buildable lands that are needed for single-family, multi-family, manufactured homes, group care or other residential uses through 2040.
 - b. Employment Lands. Determine the number of buildable lands that are needed for commercial, industrial, public/semi-public uses through 2040.
5. Alternative Sites Analysis for UGB Expansion. Recommend location(s) where the City can expand the Brownsville UGB and the proposed zoning for parcels added to the UGB.
6. Comprehensive Plan Amendments to update information on Population, Demographics and Land Use.

Planning Commission and City Council Responsibilities:

The adoption of the Brownsville Buildable Lands Analysis Update is a legislative (policy) decision of the City. The Planning Commission and City Council are encouraged to discuss it with citizens in the community.

The Planning Commission will have several responsibilities during the review process.

1. Meet several times with the Planning Consultant to review GIS maps and data analysis.
2. Recommend potential locations for UGB Expansion (if warranted).
3. Review and recommend amendments to the Brownsville Comprehensive Plan narrative, goals and policies.
4. Hold at least one “Open House” to meet with property owners in potential UGB Expansion Areas and any areas where zoning changes are proposed.
5. Coordinates with the Planning Consultant to respond to comments from Linn County Planning, DLCD or other affected agencies.
6. Meet with the City Council to review the DRAFT Brownsville Buildable Lands Analysis Update.
7. Hold at least one “Public Hearing” and recommend adoption of the Brownsville Buildable Lands Analysis Update and any proposed Comprehensive Plan Amendments.

The City Council will have similar responsibilities:

1. Meet with the Planning Consultant and Planning Commission to review the DRAFT analysis.
2. Hold at least one “Open House” to meet with property owners in potential UGB Expansion Areas and any areas where zoning changes are proposed.
3. City Administrator and Mayor/Councilor may hold follow-up meetings with property owners. All elected officials should be prepared to discuss the potential impacts of expanding the Brownsville UGB and impacts it may have on the City’s future growth.
4. Hold a least one “Public Hearing”.
5. Adoption of the Brownsville Buildable Lands Analysis Update and Comprehensive Plan Amendments.



RESOLUTION NO. 2019.08

**A RESOLUTION EXTENDING CITY OF BROWNSVILLE WORKERS'
COMPENSATION COVERAGE TO VOLUNTEERS OF CITY OF
BROWNSVILLE**

Effective Date: March 27th, 2019

A resolution extending workers' compensation coverage to volunteers of Brownsville, in which Brownsville elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

Applicable _____ Non-applicable X

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable X Non-applicable _____

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

- a. Council
- b. Planning Commission
- c. Parks & Open Space Advisory Board
- d. Library Advisory Board
- e. Budget Committee
- f. Historic Review Board

3. Manual labor by elected officials.

Applicable _____ Non-applicable X

4. Non-public safety volunteers

Applicable X Non-applicable _____



All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

- Parks and recreation
- Public works
- Library

5. Public Events

Applicable X Non-applicable

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

- a. Annual Arbor Day Celebration
- b. Cemetery Head Stone Cleaning (*Possible*)
- c. Fourth of July Celebration (*Possible*)

6. Community Service Volunteers/Inmates

Applicable Non-applicable X

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Brownsville.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Brownsville:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage



The City of Brownsville agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

Now, therefore, be it resolved by the Council of the City of Brownsville to provide workers' compensation coverage as indicated above.

Adopted by the City of Brownsville this 26th day of March, 2019.

Attest:

S. Scott McDowell
City Administrator

Don Ware
Mayor



PROCLAMATION

A PROCLAMATION RECOGNIZING ROBERT ANDERSON FOR HIS COMMENDABLE SERVICE TO THE CITY

WHEREAS, the City of Brownsville depends on residents, volunteers, and others to provide many essential services for our community; and

WHEREAS, Mr. Robert "Bob" Anderson has supported Brownsville and the Central Linn Community in many significant ways above and beyond the call of duty; and

WHEREAS, Bob Anderson served as the Mayor of Brownsville, and was one of the youngest to serve as Mayor at the time; and

WHEREAS, Bob Anderson served on the City Council; and

WHEREAS, Bob Anderson served on the Planning Commission which is another demanding position, particularly in a small community; and

WHEREAS, Bob Anderson served as a Central Linn School Board member; and

WHEREAS, Bob Anderson served on countless other boards and committees throughout the years; and

WHEREAS, Bob Anderson always made new members of boards and committees feel appreciated for their service to Brownsville; and

WHEREAS, Bob Anderson was an influential downtown business owner helping many people and groups throughout the years; and

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Council of the City of Brownsville, Oregon:

Thank you for being a beloved community leader, your never-ending enthusiasm, love of Brownsville and support will forever be cherished and remembered by your adopted hometown!

ATTEST:

APPROVED:

S. Scott McDowell
City Administrator

Don Ware
Mayor



Council Vision Statement

The Brownsville City Council works collaboratively and effectively with each other, staff, and community partners to preserve the historic character and economic health of our town and to create a high quality of life for our citizens.

A Vision for Brownsville

For a tiny rural Oregon community, Brownsville has a huge presence. It is well-known throughout the state for its friendly welcome and for being a safe, clean, and attractive town. It is clear that residents value its historic character and make special efforts to preserve and enhance it. Talk to business owners in the thriving north and south business areas and you will find that it is the creative working relationships between city government and private, county, state, and federal partners that sustain our economic health and well-being. Residents participate in Brownsville's inclusive process of growing and enhancing our high quality of life. Brownsville citizens care about healthy city finances, they expect infrastructure that delivers, and they elect a City Council that works for the benefit of the community. Public spaces are a vital part of Brownsville's sense of place; citizens' and city government's attention to the appearance and cleanliness of parks, streets, and neighborhoods adds to the town's livability.

Tag line

Brownsville: Where People Care, Business Thrives, and History Lives

Who we are?

Brownsville is a City that is proud of its past while constantly improving toward the future for the benefit of our citizens. We are a group of citizens that honor each other by carefully balancing the social contract (Brownsville Municipal Code) to keep peace and order. The Brownsville Municipal Code and Comprehensive Plan help define the role of the City. Organizational transparency is a focus of Council. Council is working closely with Staff, volunteers, civic organizations, appointed officials and the citizenry to execute identified goals and carry out the responsibilities of the City.

Brownsville has a tremendous sense of place and synergy between City Hall and our residents. Active citizens are the true strength of Brownsville as evidenced by the volunteers who give freely of themselves to provide many municipal functions and civic services. Many civic organizations implement their missions actively in our community which provides a quality of life and vibrancy that is uncommon. Community events are planned and designed to invite people into town to share what Brownsville has to offer.

Council recognizes that many civic organizations and the City government are working diligently on implementing organizational development concepts in order to more efficiently provide services. Council recognizes that we are in a transition period between an authoritative model and are collectively moving toward a new, participatory approach within the organization and throughout the community.

What do we want for Brownsville?

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



2019-2020 Council Values

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

Organizational Development

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

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



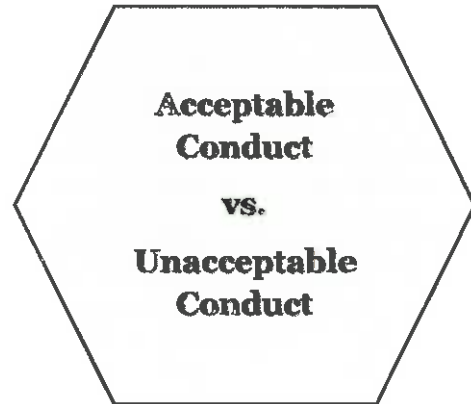
2019-2020 Council Values

LEXIPOL'S 10 FAMILIES OF RISK MODEL

1. External Risks
2. Legal & Regulatory Risks
3. Strategic Risks
4. Organizational Risks
5. Operational Risks
6. Information Risks
7. Human Resources Risks
8. Technology Risks
9. Financial and Administrative Risks
10. Political Risks

How are expectations set in City Government?

- ◆ Laws & Municipal Code
- ◆ Standards
- ◆ Requirements & Rules
- ◆ Memoranda of Understanding
- ◆ Contracts
- ◆ Agreements
- ◆ Employee Handbook
- ◆ Societal Norms
- ◆ Cultural Nuances
- ◆ Public Opinion





2019-2020 Council Goals
(Compilation Date: February 2019)

Goals 2019-2020

- Focus on the Fundamentals.
 - *Protect and Manage Brownsville's Treasury.*
 - *Foster Cooperative and Productive Relationships in the community, with Linn County, State and Federal Agencies.*
 - *Develop Advocacy Plan. (2)*
- Water Rights.
 - *Explore Possible Water Source Options.*
 - *Continually work on perfecting Water Rights.*
- Economic Development Plan. (5)
 - *Participate in Regional Efforts and Opportunities.*
 - *Work on Economic Analysis, Land Inventory and Urban Growth Boundary.*
- Community Development Plan.
 - *Refine Zoning Rules and Requirements.*
 - *Consider and Adopt Building Rules and Standards. (4)*
 - *Emergency Preparedness Planning. (3)*
 - *Support Improvements for Central Linn Rec Center.*
 - *Improve Partnership with CLSD.*
 - *Monitor Recreational Immunity. (R)*
 - *Internet Service Provider. (P)*
- Capital Improvements Plan.
 - *Plan for Sidewalk Program. (3)*
 - *Plan and Construct Downtown Wastewater Improvements. (P)*
 - *TMDL Exploration and Implementation. (5)*
 - *Downtown Crosswalk Exploration. (2)*
 - *Kirk Avenue Paving Exploration. (2)*
 - *Pioneer Picture Gallery Discussion. (P)*
- Organizational Development.
 - *Continue Developing an Effective Working Relationship between Council and Staff.*
 - *Focus on Council Leadership Development.*



GOALS PROGRESS UPDATE

1. **Focus on the Fundamentals.**
2019.2020 Goals (Draft)



- *Protect & Manage Brownsville's Treasury.*
- *Foster Cooperative & Productive Relationships in the community, with Linn County, State & Federal Agencies.*
- *Develop Advocacy Plan. (2)*

Plan: Staff will continue working carefully with the annually adopted budget to ensure financial well-being. Staff will strive to keep rates as low as possible while providing services effectively and maintaining outstanding financial ratings. Staff will execute the planned projects found in the FY 2018-2019 and FY 2019-2020 budgets as time and priority allow.

Staff will plan for and execute the engineering for the redevelopment of sewer lines in Old Town Commercial and determine appropriate construction schedule depending on financial availability and the savings.

Staff will continue to strive for excellence in all relational aspects. McDowell will continue his involvement with the Solid Waste Advisory Committee (SWAC), the Linn County Sheriff's Office (LCSO) Joint Cities Coalition, the Linn County Planning and Building Department meetings, City/County Insurance Services (CIS), International City Management Association (ICMA), Oregon City/County Management Association (OCCMA) and the League of Oregon Cities (LOC) as needed. Mr. Frink works with various groups including 811.

Staff is also very involved at a local level. McDowell serves as a liaison to the Board of Directors for the Chamber of Commerce and attends other civic organization meetings as requested or required. Mayor Ware serves on the Central Linn Community Foundation and the Lions Club, among others. Councilor Thompson serves as the liaison to the Central Linn Recreation Association (CLRA). Mayor Ware and Councilor Neddeau served on the Cascade West Council of Governments (COG) Board. Councilor Gerber serves on Cascade West Council of Government's Transportation Board.

Council may develop a local advocacy plan that would include, 1) specific legislative items being considered by the State of Oregon, 2) prepare policy statements on those items, and 3) form letter writing efforts to improve municipal authority as allowed by the Oregon Constitution.

2. Water Rights.

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

Plan: The City will continue exploring additional resources such as procurement of upstream water rights and other possibilities that may exist areas around Brownsville. Staff will continue to work with City Engineer Ryan Quigley and City Attorney Rolfe Wyatt on issues as they arise through the State Legislature and other agencies of the State such as the Oregon Water Resources Department (OWRD). Council recognizes water as the City's most valuable resource.

3. Economic Development Plan.

- *Participate in Regional Efforts and Opportunities.*
- *Work on Economic Analysis, Land Inventory and Urban Growth Boundary.*

Plan: Continue working with partners on regional economic development efforts.

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



The City will budget for procedures required by the Department of Land Conservation & Development (DLCD) in order to possibly expand areas for commercial and light industrial development. The City also plans on including additional residential land.

4. Community Development Plan.

- *Refine Zoning Rules and Requirements.*
- *Consider and Adopt Building Rules and Standards. (4)*
- *Emergency Preparedness Planning. (3)*
- *Support Improvements for Central Linn Rec Center.*
- *Improve Partnership with CLSD.*
- *Monitor Recreational Immunity. (R)*
- *Internet Service Provider. (P)*

Plan: Council would like to explore ways to positively affect community livability. Council will explore building rules and standards to solidify the historic look and feel of Brownsville. The City continues working with ad hoc volunteer committee promoting community emergency preparedness efforts as defined by the Brownsville Municipal Code. Staff will work with the Brownsville Rural Fire District, Halsey-Shedd Rural Fire Protection District, the City of Halsey and the Central Linn School District to accomplish Council directives. Council will continue to explore options for the Central Linn Rec Center with various partners including the City of Halsey and the Central Linn School District. Council will continue to monitor attacks against recreational immunity through various sources such as the League of Oregon Cities (LOC) and CIS. Staff will continue to work with Alyrica to develop a new fiber optic system for Brownsville.

5. Capital Improvements Plan.

- *Plan for Sidewalk Program. (3)*
- *Plan and Construct Downtown Wastewater Improvements. (P)*
- *Pioneer Picture Gallery Discussion. (P)*
- *TMDL Exploration and Implementation. (5)*
- *Downtown Crosswalk Exploration. (2)*
- *Kirk Avenue Paving Exploration. (2)*

Plan: Council will explore the creation of a Sidewalk Program. Plan and save for the construction of a new wastewater collection system for downtown. Council will host a Town Hall in late 2019 to discuss the future of the Pioneer Picture Gallery building. Council will continue to monitor developments of DEQ's TMDL implementation strategy. Council will explore options to improve crosswalk safety on Main Street from Park Avenue to Averill Avenue. Council explore funding and construction options for Kirk Avenue.

6. Organizational Development.

- *Continue Developing an Effective Working Relationship between Council and Staff.*
- *Focus on Council Leadership Development.*

Plan: Council recognizes the need for additional training & development. Council will continue to improve in two ways, 1) collectively through regular group discussions and evaluations, and 2) executing their individual roles as community leaders. Council will look at new ways to work together to accomplish shared organizational goals and address community issues with Staff.



1400 Queen Avenue SE, Suite 206
Albany, OR 97322

February 15, 2019

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

RECEIVED
City of Brownsville
FEB 27 2019
Clerk _____

Dear City Administrator McDowell,

6,200 of our 38,000 seniors in Linn, Benton, and Lincoln Counties struggle to find a daily meal. The Oregon Cascades West Council of Governments (OCWCOG) meets many of these senior's needs through our *Meals on Wheels (MOW)* program which provides a meal and more. A dedicated team of approximately 300 volunteers deliver hot, nutritious lunches to homebound, aging adults, and adults with disabilities who often live alone, and have limited resources or ability to care for themselves.

MOW serves fresh, hot, nourishing meals to your constituents from the meal site located at the Brownsville Christian Church. The average approximate cost to deliver one meal is \$10; all meals are provided free of charge to clients. Support from community funding sources is important to the program.

The total value of services delivered to Brownsville residents between July 2017 and June 2018 was approximately \$42,180. During that period, *MOW* served clients in the following ways:

- Served a total of 4,218 meals to 121 unique clients;
- Served 2,059 meals to 49 individuals in the dining room; and
- Delivered 2,159 meals to the door of 18 home-bound residents in the delivery area

We request a donation of \$1,210 from the City of Brownsville this year to support ongoing meal service and health and socialization check-ups.

One hundred percent of your contribution goes to providing meals—and providing a daily well-check, a physical safety check, and a friendly visit—to the most vulnerable residents in your community. I would be happy to talk with you, share information about *Meals on Wheels*, and its impact on your residents. Thank you for your consideration and for your continued support.

Sincerely,

Fred Abousleman
Executive Director, Oregon Cascades West Council of Governments

CC: Mayor Don Ware



Meal sites serve the communities of:
Albany, Brownsville, Corvallis, Halsey, Harrisburg, Lebanon, Lincoln City, Lyons, Mill City, Millersburg, Newport, Scio, Siletz, Sweet Home, Tangent, Toledo, and Waldport.

S. Scott McDowell

From: CenturyLink Customer <stevlacoste@centurytel.net>
Sent: Tuesday, March 19, 2019 10:46 PM
To: S. Scott McDowell
Subject: Tool Sale

Hi Scott, I would like to get premission to close off Park ave. on May 3, 2019 from 8 a.m. until 5 p.m. We will be having a big tool saleand BBQ with very large tool truck and racing car. Thanks for your help, Steve

**TASK ORDER 2
City of Brownsville
Downtown Street Review**

SCOPE OF SERVICES

The City has requested a review of the streets in the downtown area of the City. The purpose of the review is to evaluate the roadway system and provide recommendations to address intersection sight distance, parking concerns, pedestrian crossing, and speed and stop sign placement. The Dyer Partnership will be working with a transportation engineer during the development of the street review report.

The work itemized below describes the major items required for completion of the roadway review and report.

Task 1 –Evaluation & Report

- Coordination and project setup.
- Meeting with City staff.
- Site visit with transportation engineer (up to 8 hours of field work).
- Evaluation of intersection sight distance.
- Evaluation of vegetation that may limit site distance.
- Evaluation of areas where parking may need to be limited.
- Recommendation of speed.
- Recommendation of locations of stop signs.
- Recommendation of pedestrian crossing.
- Preparation of summary report covering above evaluations and recommended improvements.

PROPOSED FEE

Services will be performed and billed on a time and materials basis. The fee for these services is a not-to-exceed a maximum of \$6,400 including all professional services and reimbursable expenses.

The total cost of services breakdown is provided with Attachment A - Estimate of Man-Hours and Costs.

PAYMENT METHOD

Monthly progress payments based on work completed.

WORK PRODUCT

Two paper copies and one electronic copy of the final report.

SERVICES NOT INCLUDED

- Traffic volume study.
- Topographic survey.

City of Brownsville

The Dyer Partnership
Engineers & Planners, Inc.

S. Scott McDowell, City Administrator

Steve Major, PE, President

Date: _____

Date: _____

**ATTACHMENT A
ESTIMATE OF MAN HOURS AND COSTS**

DATE: 03-08-19 *PROJECT:* Downtown Street Review *TASK 1:* Evaluation and Report
City of Brownsville

SUBTASK	MAN HOURS						
	PRINC MNG	PROJ MNGR	PROJ ENGR	ENG TECH	CAD DRAFTER	CLERICAL	
1 Project Setup		2					
2 Coordination with City Staff		2					
3 Meeting with City Staff and Site Visit		8					
4 Recommendation Memo Coordination & Review	2	2					
TOTAL ESTIMATED HOURS	2	14	0	0	0	0	0

MATERIAL COSTS	DESCRIPTION OR UNIT	QUANTITY	UNIT COST	TOTAL COST
PHOTOGRAPHS	NA	0	\$0.00	0.00
FLOW POKE EQUIPMENT	EA	0	\$0.00	0.00
PLANS AND PRINTS	EA	0	\$0.00	0.00
DRAFT REPORT COPIES	EA	0	\$0.00	0.00
FINAL REPORT COPIES	NA	0	\$0.00	0.00
TOTAL MATERIAL COSTS				\$0.00

TRAVEL AND PER DIEM	DETAIL	QUANTITY	UNIT COST	TOTAL COST
MILEAGE	Mile	50	\$0.58	29.00
COMMERCIAL	NA			0.00
PER DIEM	NA			0.00
LOCAL TRANSPORTATION	NA			0.00
LODGING	NA			0.00
TOTAL TRAVEL AND PER DIEM				\$29.00

OTHER SIGNIFICANT COSTS	DETAIL	NUMBER	COST	TOTAL
SUBCONSULTANTS				
SANDOW ENGINEERING - TRAFFIC SUBCONSULTANT				3,840.00
TOTAL OTHER SIGNIFICANT COSTS				\$3,840.00

SUMMARY				
BREAKDOWN OF PROPOSED FEE				
DATE:	03-08-19	PROJECT:	Downtown Street Review City of Brownsville	
LABOR				
	RATE	----	- -	-----
	\$/HR.	HRS.	AMOUNT	
DIRECT LABOR COSTS:				Breakdown by Subtask:
PRINCIPAL MANAGER	145.00	2	290	Subtask 1: \$260.00
PROJECT MANAGER	130.00	14	1,820	Subtask 2: \$260.00
PROJECT ENGINEER	120.00	0	0	Subtask 3: \$1,040.00
ENGINEER TECH	100.00	0	0	Subtask 4: <u>\$550.00</u>
CAD/DRAFTER	85.00	0	0	<u>\$2,110</u>
OFFICE MANAGER	52.00	0	0	
CLERICAL	47.00	0	0	
TOTAL DIRECT LABOR COSTS:			<u>2,110</u>	
DIRECT PROJECT EXPENSES				
A. MATERIAL COSTS (BREAKDOWN ATTACHED)			0	
B. TRAVEL & PER DIEM (BREAKDOWN ATTACHED)			29	
C. OTHER SIGNIFICANT COSTS (BREAKDN ATTACHED)			3,840	
D. ADMINISTRATIVE FEE	10 % OF A,B,&C		<u>387</u>	
TOTAL OF: A THROUGH D			<u>4,256</u>	
TOTAL LABOR AND EXPENSES (ROUNDED)			\$6,400	
1: Downtown Street Review				\$6,400
TOTAL FEES				<u>\$6,400</u>

PREPARED BY: RHQ

S. Scott McDowell

From: Kristin Monahan <kristin@kelleynonprofitconsulting.com>
Sent: Tuesday, March 12, 2019 4:10 PM
To: Gary Marks; Alysia Rodgers; Hilary Norton; Brian Latta; Leigh Matthews Bock; Pat Hare; Chris Workman; S. Scott McDowell; Rick Hohnbaum; Raymond Towry
Subject: Eight Cities Work - updates on branding, entity formation and next steps
Attachments: FINAL Eight Cities Logo Options, Mar2019.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

All:

(Side note: I am putting the below info in an email for easy searchability but our work has grown to necessitating more formal reports from myself, which I will create following our next meeting. I am also trying to be mindful of my allotted hours, which I am negotiating with Business Oregon on increasing.)

We had a fun and productive meeting a few weeks ago at which we finalized some branding work and discussed entity formation, MOU agreements, 1023 form, and more.

Highlights are below, and I know Alysia will be in touch shortly about scheduling our next meeting for mid-April, or thereabouts.

(1) Branding

I realize this may seem superfluous (it does to me at times too, so I understand) but in progressing through this work we were able to have larger conversations about geographic scope, services, sustainability and more. As we move toward becoming our own entity, rather than merely a "project/initiative," this work becomes fundamental. Below is what has been decided. If you have strong feelings against any of the below, please do voice those. Though I know we are eager to reach consensus on these aspects.

- a. Name: Mid-Valley Prosperity (MVP).
- b. Tagline: Together we grow communities.
- c. Mission: Mid-Valley Prosperity advances rural economic development through regional collaboration.
- d. Logo and Style Guide: Attached are two final logos. **Please chime in with your preferred logo - #1 or #2.**

(2) Entity Formation

It was determined that Mid-Valley Prosperity would become a nonprofit corporation designated as a 501(c)(3). I will be helping to walk us through the steps this entails including:

- a. Filing our Articles of Incorporation
- b. Developing our Bylaws
- c. Filing our federal exemption application (Form 1023)
- d. and so much more.

(3) Decision-making

The entity formation work will force us to discuss the following, which I hope to capture in at least two MOUs - one between the founding eight cities and another between each of the eight cities and the new collective entity. We will also work on an MOU or partnership agreement for our various service providers and partners such as RAIN. The two main MOUs, however, will detail things like the following, some of which will be covered in Bylaws and Articles:

- a. shared responsibilities in the maintenance of this collective entity
- b. responsibilities of anyone joining at a later date

- c. responsibilities for data collection and who houses the data (and each partner's access to said data)
- d. entity's relationship with individual municipalities
- e. responsibilities of partners to attend x number of meetings, contribute x financially, provide physical spaces, communicate events in the following manner, etc.
- f. and so much more.

At the next meeting I will be bringing:

- a. discussion questions about structure, maintenance, funding streams, and logistics of this new entity (forming and maintaining it)
- b. information about filing our Articles of Incorporation so we can lock in our name (I have conducted a search for it and it is not in use as a formal entity in the state or as a federal nonprofit)
- c. (depending on internet availability we could submit this AT the meeting together through the Secretary of State website)
- d. information about bylaws and we can get started on these
- e. information about locking in things like a URL (website), social media handles, etc. (who is going to maintain them, who is going to pay for them, etc.)
- f. style guide info provided the logo is finalized. This will provide tools for you to begin using the name, logo, colors, etc. in your own communications and messaging.
- f. and more!

Please let me know how the above all sounds and if you have any questions.

Exciting stuff!

Kristin

—
Kristin Monahan, Owner
Kelley Nonprofit Consulting
kelleynonprofitconsulting.com
(503) 893-2615

2019

Legislative Priorities

ISSUES CITIES NEED TO KNOW ABOUT

In addition to the six priorities voted on and approved by our member cities and board of directors last fall (see page 33), the following is a comprehensive overview of issues your LOC team is working on this session.

ALCOHOL TAXES

Oregon continues to enjoy one of the lowest beer taxes in the country as there has not been an increase since 1978. An LOC priority is to advocate for a tax increase to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor. The LOC anticipates that excise tax increases will be part of revenue package discussions in 2019. A House Revenue Committee bill (HB 2125) would increase beer taxes by \$5.20 per barrel; the present tax is \$2.60 per barrel (about 8 cents per gallon or 4 cents per six pack). The governor's budget also calls for a 5 percent increase on the mark-up price of liquor. The LOC will also be watching LC 1191 closely, as it would adjust the compensation for distillery tasting room sales of liquor.

ANNEXATION

Annexation continues to be an issue as more cities seek to incorporate property to meet development needs. When it comes to properties that have some residential use, there are limits that can make this process harder, which undercuts the efficient growth and higher level of development that is expected from these lands. Therefore, the LOC is working towards creating more flexibility to help decrease barriers to annexing these areas. SB 92 would allow cities to extend the

period for ramping property taxes up to 20 years and to help better define an "island"—an unincorporated area surrounded by incorporated land. However, other legislation introduced in the House would further complicate annexation methods that cities currently use. HB 2108 would limit the authority to seek annexation consents in exchange for service. HB 2109 would create a double majority for large island annexation. HB 2577 would require a city to wait three years to annex any area in which residential uses are permitted (current practice is to require the delay if the land is residentially zoned).

BUILDING INSPECTIONS

There is not yet a formal opinion from the attorney general about the constitutional question related to the use of third-party building officials. The Oregon Building Codes Division (BCD) has extended a temporary rule which extended the period for local government programs for recertification through April 13, 2019. Because the rule is temporary, it expires every six months, and the BCD continues to renew it while waiting for the formal opinion from the attorney general. The LOC has worked with stakeholders to develop legislation clarifying that local governments can continue to use third-party building officials and further modify requirements related to oversight of building inspectors and local programs.

In addition to addressing how building inspection programs have been overseen by the state, there are several other bills that impact what structures are inspected. These include SB 410, which removes state inspection of RVs, and HB 2416, which would separate tiny homes acting as recreational vehicles from those that are subject to inspection for compliance with the building code. Further, HB 2423 will set a building code standard within statute for homes smaller than 400 square feet.

CARBON LEGISLATION

One of the issues that is anticipated to consume considerable time and political bandwidth during the 2019 session is the potential implementation of a statewide cap on carbon emissions. It is anticipated the cap would apply to certain “regulated entities” with carbon emissions greater than 25,000 metric tons annually, including from the electricity sector, transportation fuels sector and private industrial sources. The statewide cap on carbon would be reduced over time to meet updated greenhouse gas reduction goals for Oregon. Both the framework and details of this legislation involved highly complex policy decisions. There are many questions yet to be answered and many details yet to be determined as the drafting of this legislation evolves. Much of the discussion about how best to implement a statewide cap on carbon and what to do with revenues generated through the sale of allowances will occur in the newly established Joint Committee on Carbon Reduction, chaired by Senator Michael Dembrow (D-Portland) and Representative Karin Power (D-Milwaukie). The LOC is engaging its board of directors in discussions on carbon legislation and will continue to work to represent the varying perspectives and needs of cities across the state.

HUMAN RESOURCES

Workers' Compensation

HB 2418 and SB 507 create a presumption that stress-related disorders are work-related conditions for public safety personnel and compensable under worker compensation laws. The LOC believes that there are better ways to ensure the mental health of public safety professionals that protect their privacy in a more cost effective manner.

Workplace Harassment

Ensuring workplaces are free of harassment is a priority for this Legislature, and several bills have been introduced to that end. Notably, SB 479 seeks to require employers to have policies in place to investigate alleged harassment and protect victims. Additionally, SB 437 is designed to give public employers greater flexibility in disciplining misconduct by altering the arbitration process.

Paid Family Leave

While legislation crafting a paid family leave benefit has yet to be introduced, the LOC anticipates its introduction. The League does not oppose the state creating this program but

will oppose mandating this cost on public employers. Several states allow employees to purchase insurance coverage to provide this benefit, and the LOC believes that is the appropriate route given the financial straights of Oregon's cities and other local governments.

LODGING TAXES

Providing local governments with greater flexibility in the expenditure of lodging tax revenues in order to pay for tourist costs, especially those associated with tourist events, will be a focus for the LOC (LC 1155). In addition, the League will seek to build upon last session's success in requiring all intermediaries to pay state and local lodging taxes. Bills are being finalized that will improve transparency of taxes paid by intermediaries (including addresses of properties). Additional bills will codify local government subpoena power to enforce lodging taxes (HB 2166 and LC 1922) and others will revise state law to improve enforcement and lessen the burdens on local government (LC 1943, LC 1947, LC 1989, etc.)

MARIJUANA TAXES

Bills are in the works to raise the local marijuana tax cap. There are also discussions underway to increase the overall city share of the 17 percent state tax (city share is presently 10 percent) to address public safety costs associated with marijuana. Lastly, LC 1148 would utilize an annual certification for state shared marijuana revenues to simplify the process, replacing the quarterly email certifications used currently. The certification would be included with the other state shared revenue certifications that cities must file with the Oregon Department of Administrative Services (DAS) each July.

MENTAL HEALTH

While the LOC has its own well-documented priorities related to mental health, legislators and other parties have developed their own priorities that are worthy of support. HB 2831 seeks to create three regional respite centers that would include six beds each for individuals who require assistance. The intent behind this legislation is to create a pilot project that will inform the building of a larger program and reduce the number of mental health patients in county jails.

PROPERTY TAX EXEMPTIONS

Several property tax exemptions will be expiring soon if not renewed by the Legislature (SB 48, SB 191, HB 2103, HB 2151 and HB 2152). The LOC's position is that property tax exemptions should be narrowly tailored and must provide an appropriate return on investment to the local taxing jurisdictions in order to receive support. There are two bills which seek to reign in the exemptions for charitable organizations (SB 210 and HB 2161) and two which revise housing property tax exemptions (HB 2142 and HB 2150). Lastly, the LOC will advocate for repeal of the gigabit exemption (HB 2168), which should enjoy a smoother path to passage now that the central assessment litigation involving Comcast has been settled.

PUBLIC CONTRACTING

The LOC has been engaged in ongoing efforts to pass legislation that would address concerns expressed by cities and other local governments about the mandated use of qualification-based selection for the hiring of architects, engineers, land surveyors, transportation planners and photogrammetrists. Oregon's current qualification-based selection (QBS) process, found in ORS 279C.110, requires public contracting agencies, including cities, to select a firm based on qualifications alone, and prohibits the public contracting agency from considering any pricing information during the initial selection process. Over the past year, the LOC has participated in a workgroup, led by Representative Susan McLain (D-Hillsboro), to draft compromise legislation that will provide local governments with an optional, alternative procurement process. The process would still require that the initial selection of firms be based on qualifications, but would allow for the selection of up to three qualified firms for final consideration. Once the qualified firms have been selected, the public contracting agency could also request pricing information to make a final selection based on both qualifications and best overall value.

In addition to QBS legislation, the LOC will work to oppose public contracting legislation that will drive up the cost of public works projects. Several bills that anticipated this session, including: a concept to expand prevailing wage requirements to private projects receiving a tax credit or tax abatement; a new requirement for prevailing wages to be determined by wages set forth in collective bargaining agreements; and consolidation of the number of prevailing wage districts from 14 to five.

TELECOMMUNICATIONS

Broadband Infrastructure

The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to link to their governments. Mapping research shows large areas of the state either not served or underserved by competitive broadband technology, and a significant funding barrier to the deployment of broadband infrastructure. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new broadband infrastructure. Through an executive order, Governor Brown formed a rural broadband office December 26, 2018 and as part of her proposed budget has allocated \$5 million toward rural expansion of broadband. The LOC will support Gov. Brown's efforts legislatively as well. HB 2173 would create the Oregon Broadband Office within Business Oregon. To address the state's broadband needs, the office would expand duties to include recommendations, public policy development and providing solutions.

TOP 6 LEGISLATIVE PRIORITIES

as voted by the LOC membership

- 1. Mental Health Investment** – continued protection and investment in crisis intervention services, expansion of emergency access to care, rental assistance for mental health clients, and specialized training for police.
- 2. Revenue Reform and Cost Containment** – reform of both the property tax system and the Public Employees Retirement System (PERS).
- 3. Housing and Homelessness Improvement** – address housing shortages and increases in homelessness that are impacting residents by advocating for technical assistance, stronger partnerships, and increased state investment in housing development and services for the homeless.
- 4. Infrastructure Finance and Resilience Investment** – advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to: the Special Public Works Fund (SPWF), the Brownfield Redevelopment Fund, and the Regionally Significant Industrial Site loan program.
- 5. Right-of-Way Authority and Broadband Investment** – seek additional state support and funding for increased and equitable broadband infrastructure deployment, while opposing any legislative efforts to restrict municipal authority to provide broadband services or legislative efforts to restrict city management of the right of way.
- 6. Third-Party Building Inspection Preservation** – clarify the ability of local governments to continue the practice of hiring private-party building officials and building inspectors to provide services for local building inspection programs.

Small Cell Deployment

In January, the LOC partnered with broadband carriers to kick off a series of meetings to discover opportunities for development of the small cell/5G network. Three committees have been formed: Model Code, Design Standards and Public Education. Each committee will meet three times over the first two months of 2019. As the conversation matures, LOC staff

will provide updates with a possible outcome of a template or model code that has application across Oregon.

TOBACCO/VAPING TAXES

The LOC proposes seeking a share of all state tobacco product tax revenues to assist with rising public safety costs and provide state shared revenue equity. Only cigarette tax revenues are included in the state shared revenue distribution to cities and those revenues are decreasing. The League anticipates that excise tax increases to cigarettes and other tobacco products (HB 2158), and a new vaping tax (HB 2123 and HB 2159) will be a part of revenue package discussions in 2019.

TRANSPORTATION

City Regulated Speed Limits

In 2017, HB 2682 allowed the city of Portland to establish by ordinance a designated speed for a residential street under the jurisdiction of the city that is five miles per hour lower than the statutory speed provided the street is not an arterial highway. This authority should be extended to all cities and considered permissive (not required). The LOC is advocating that cities should be able to determine speeds that are adequate and safe for their communities. SB 558 would extend authority to all cities to designate speed for highways under a city's jurisdiction that is five miles per hour lower than statutory speed when the highway is in a residential district and is not an arterial highway.

Safe Routes to Schools

As part of the 2017 transportation package, the Oregon Transportation Commission is authorized to provide matching grants for safety improvement projects near schools. To receive the grant, cities must provide a 40 percent cash match unless the school: is in a city with a population of less than 5,000; is within a safety corridor; or qualifies as a Title I school in which case the cash match requirement is reduced to 20 percent. While cities support the availability of matching grant funds provided by the state, the current cash match requirements are too high for most cities to participate in the program. During the 2019 session, the LOC will advocate for the city match to be lowered. SB 561 would decrease the amount of cash match applicants must provide to receive grants for safety improvement projects near schools.

Speed Cameras

Speeding is a public safety issue, and the Oregon Transportation Safety Action Plan envisions no deaths or life-changing injuries on Oregon's transportation system by 2035. Currently, cities have the authority, as a result of HB 2409 (enacted in 2017), to issue a speeding citation from the same camera and sensor system used to enforce red light compliance at intersections. The LOC is advocating to extend this authority to improve safety across Oregon. SB 559 would expand and makes permanent the authority to operate fixed photo radar systems in high-crash corridors to all cities. In addition, SB 560 would authorize all cities to elect to operate photo radar if the city pays the costs of operating photo radar.

URBAN RENEWAL

Since 2017, the LOC, the Oregon Economic Development Association, and city members have been meeting with education, county and special district representatives to develop legislation that preserves and improves this key economic development tool. A House Economic Development and Trade Committee bill (LC 1005) would clarify urban renewal plan amendments, ensure rigor in annual reporting, and articulate public buildings and other projects that require coordination with affected taxing jurisdictions. Amendments are expected during the legislative session to refine concurrence requirements for water and wastewater treatment facilities and clarify the 1 percent acreage addition provision.

WETLANDS

The LOC was a member of a wetlands legislative work group that met from August through December to take a comprehensive look at wetland policy. The primary concern of the work group was addressing issues related to agricultural wetland regulation and removal fill practices. However, a sub-workgroup spent time looking at urban issues related to wetlands, including conversations about assuming federal wetland oversight (404 assumption). The committee drafted four legislative concepts on wetland management, but none call for assumption. Further work by cities and developers are attempting to find a pathway toward this goal. Bills related to wetland mitigation, removal fill, and potential partial 404 assumption include: HB 2436, HB 2437, HB 2438 and HB 2439.

Are You Signed Up for the LOC Bulletin?

Redesigned to be easier to read and more mobile-friendly, the weekly *LOC Bulletin* is your source for staying current on legislative news, action alerts, breaking news, bill summaries and more. The *LOC Bulletin* is emailed every Friday. To be added to the email list, contact loc@orcities.org.

Contact Us

Reach out to the LOC Intergovernmental Relations team if you have questions or need more information on legislative bills and priorities:

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LOC Legislative Webpage – Resources for Cities

The Legislative page on the LOC website is your resource during the 2019 session. Information you'll find there includes:

- **New this year** - a comprehensive spreadsheet of bills to watch, including their status, LOC's position, and links to the full text;
- Short videos breaking down the top six legislative priorities;
- *City Focus* podcast episodes where each IGR team member sat down with host Denise Nanke to discuss the top legislative issues and what they mean for cities;
- White papers on the top six legislative priorities; and
- Bill tracker links and tutorials on how to get the most out of these legislative tools.

Historic charm, visibility keys for Brownsville Councilman



David Hansen

Democrat-Herald

BROWNSVILLE — New City Councilor David Hansen sees two key challenges in the coming years: helping Brownsville retain its historic aesthetics while prospering economically.

Hansen grew up in Monroe and has lived in several mid-valley communities. He and his wife, Dayna, moved from rural Harrisburg to Brownsville two years ago.

“I wanted to do something to help the community, but I have limited time due to my job, family and church activities,” he said. “I had a number of people encourage me to run for the council.”

Hansen said losing the Bi-Mart Willamette Country Music Festival will be a major obstacle to overcome. The event brought many people into the area over its four-day run and also helped raise the level of awareness about the community.

“We have a great sense of community,” Hansen said. “We also have our historic aspect and there are many events held in town throughout the year. We need to bring more people in for those day and overnight trips to help our local businesses succeed.”

Hansen said he is undergoing a “steep learning curve” in terms of learning about council issues. He has some experience as a member of the city’s Planning Commission.

He called Brownsville “a hidden gem.”



Hansen praised his fellow council members, noting that although they express a diversity of opinions, “we respect each other’s positions and we work well together. All of the council members are genuinely interested in doing what’s best for the community. Everyone sets aside their personal opinions on issues and tries to do what is in the best interest of the community.”

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Hansen said that five years from now he hopes the community’s population hasn’t necessarily increased, but that more people visit the local shops and restaurants.

He said the good news is that nearly all of the buildings in the historic downtown area are full.

“It’s a struggle in a community this size to keep businesses thriving,” Hansen said. “They rely on outsiders to help support them.”

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S. Scott McDowell

From: Whelan, Dan <Dan.Whelan@mail.house.gov>
Sent: Monday, March 11, 2019 11:17 AM
To: S. Scott McDowell (admin@ci.brownsville.or.us)
Cc: Flathers, Courtney (Merkley)
Subject: Chairs DeFazio, Napolitano, Reps. Young, Katko Introduce Bipartisan Bill to Address Wastewater Infrastructure Challenges

Scott,

When we met I had not seen that my boss had already introduced the bill below to fund grants to pay for wastewater infrastructure. The bill would authorize \$23.5 Billion to improve wastewater infrastructure. This will be critical in communities forced to meet stormwater TMDL requirements. The Congressman is determined to include this bill or other similar funding sources in a larger infrastructure bill for which he will be negotiating with the President and the Senate.

I hope you have a good week!

Dan

March 05, 2019

Chairs DeFazio, Napolitano, Reps. Young, Katko Introduce Bipartisan Bill to Address Wastewater Infrastructure Challenges

Washington, DC- Today, Chair of the House Committee on Transportation and Infrastructure Peter DeFazio (D-OR), Chair of the Subcommittee on Water Resources and Environment Grace Napolitano (D-CA), Representative Don Young (R-AK), and Representative John Katko (R-NY) introduced the bipartisan Water Quality Protection and Job Creation Act of 2019 to address America's crumbling wastewater infrastructure and local water quality challenges.

"America's water infrastructure is in dire need of Federal investment to make sure we don't go back to the bad old days before adoption of the Clean Water Act (CWA) when waterways were so polluted, they caught fire or couldn't support marine life," said DeFazio. "Following enactment of the Act in 1972, the Federal government provided

substantial funding to help communities meet the new mandates because the government realized that pollution doesn't stop at local or state boundaries. Today, we still have mandates, but provide very little Federal assistance to communities. It's clear communities across the country need a partner to carry out critically important protections, which is why our bill authorizes approximately \$23.5 billion to improve our wastewater infrastructure, make it more resilient to disasters, and affordable for all communities. What's more, investing in our water infrastructure will create good paying jobs and provide communities with infrastructure that will last for decades."

"The Water Quality Protection and Job Creation Act will help to address the current crisis we are facing in the West due to ongoing drought and increased stormwater control issues," Napolitano said. "It makes tremendous investments in water recycling and reuse, groundwater recharge, and stormwater projects, priorities we have worked on for decades in Southern California. Our bill delivers critical assistance to cities and water agencies to meet the demands of their water customers with cost-effective and reliable solutions, as well as construct stormwater systems to address Clean Water Act stormwater permits. I thank Chairman DeFazio, Congressman Young, and Congressman Katko for their partnership on this critical legislation to meet the water infrastructure needs of communities across America."

"Alaska's communities know just how precious a resource safe drinking water is. The State Revolving Fund program is vital to help secure funding for water, sewage, and solid waste system upgrades across our state" said Young. "This legislation takes important steps to tackle pollution and ensure that Alaska's families have access to the clean water they deserve. I am grateful for Representative Napolitano and Chairman DeFazio's leadership on this important issue, and will continue working to fight pollution and keep our water infrastructure safe."

"Since coming to Congress, I have made it a priority to modernize our nation's water infrastructure and ensure access to clean water. The bipartisan Water Quality Protection and Job Creation Act achieves these goals by increasing federal investment in local water

projects,” said Katko. “In particular, this legislation allocates \$20 billion in grants for the Clean Water State Revolving Fund, which provides financial relief for communities in Central New York and nationwide to address water infrastructure needs. Additionally, over \$3 billion is directed towards grants for water pollution and treatment. These grants will establish thousands of jobs and create economic growth, as well as secure clean water in vulnerable communities around the country. I am proud to support this legislation and I look forward to bringing America’s water infrastructure into the 21st century.”

H.R. 1497, the “Water Quality Protection and Job Creation Act of 2019”, provides approximately \$23.5 billion in direct infrastructure investment over the next five years to address America’s crumbling wastewater infrastructure and local water quality challenges.

This bipartisan bill renews the Federal commitment to addressing local water quality challenges by providing an infusion of Federal assistance for the construction, repair, and replacement of the Nation’s network of wastewater and stormwater conveyance and treatment facilities. The Water Quality Protection and Job Creation Act of 2019 significantly increases the amount of Federal assistance made available to States and communities through the successful Clean Water State Revolving Fund program—the primary source of Federal assistance for wastewater infrastructure construction.

[Link to bill text](#)

[Link to fact sheet](#)

[List of Supporters](#)

Dan Whelan
District Director
Congressman Peter DeFazio (OR-04)
Eugene, OR 97401

LAST FOUNDERS STANDING

A startup game by **RAIN**
OREGON



Thursday, April 11
6 pm – 8 pm

City of Brownsville
Community Room 255 N.
Main St.

MONTH END RECAP

		FEBRUARY 2019		YTD		%		Unexpended	
		REVENUE	EXPENDITURES						
1	GENERAL	\$ 21,363.43	\$ 41,271.72	\$ 468,726.66	34.36%	\$ 895,563.34	1		
2	WATER	\$ 24,535.31	\$ 46,687.83	\$ 402,357.08	44.34%	\$ 504,991.92	2		
3	SEWER	\$ 28,699.11	\$ 19,887.32	\$ 169,358.95	26.49%	\$ 469,986.05	3		
4	STREETS	\$ 17,995.60	\$ 14,805.04	\$ 142,149.36	29.60%	\$ 338,050.64	4		
5	WATER BOND	\$ 190.29	\$ -	\$ 47,161.51	65.35%	\$ 25,005.49	5		
6	SEWER BOND	\$ 1,427.35	\$ -	\$ 307,260.20	94.47%	\$ 17,999.80	6		
7	SEWER DEBT FEE	\$ 10,312.43	\$ -	\$ 87,944.47	70.36%	\$ -	7		
8	BUILDING & EQUIPMENT	\$ 884.00	\$ -	\$ -	0.00%	\$ 355,000.00	8		
9	WATER RESERVE	\$ 1,768.99	\$ -	\$ -	0.00%	\$ 264,601.00	9		
10	HOUSING REHAB	\$ 539.45	\$ -	\$ -	0.00%	\$ 204,519.00	10		
11	WATER SDC	\$ 105.89	\$ -	\$ -	0.00%	\$ 81,040.00	11		
12	SEWER SDC	\$ 779.46	\$ -	\$ -	0.00%	\$ 367,753.00	12		
13	STORMWATER SDC	\$ 158.48	\$ -	\$ -	0.00%	\$ 87,027.00	13		
14	BIKEWAY/PATHS	\$ 216.67	\$ -	\$ -	0.00%	\$ 44,646.00	14		
15	LIBRARY TRUST	\$ 16.07	\$ -	\$ -	0.00%	\$ 6,057.00	15		
16	CEMETERY	\$ 194.31	\$ -	\$ -	0.00%	\$ 81,578.00	16		
17	TRANSIENT ROOM TX	\$ 16.37	\$ 3,040.00	\$ 3,040.00	56.28%	\$ 2,362.00	17		
18	SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ 9,972.00	18		
19	LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ -	19		
20	COMMUNITY PROJECTS	\$ 584.13	\$ 293.60	\$ 32,871.60	13.34%	\$ 213,628.40	20		
		\$ 109,787.34	\$ 125,985.51	\$ 1,572,925.36		\$ -			

Key Bank Account

General Checking \$ 119,815.65

Oregon State Treasury

Community Improvements \$ 5,053,567.59

Project Escrow Holding \$ 0.94

TOTAL OST / LGIP \$ 5,053,568.55

2018-2019

Appropriated \$ 5,542,706.00

YTD

28.38%

% of Total

Annual Bond Payment

Water \$ 45,167.05

Wastewater \$ 307,259.95

Totals \$ 352,427.00

Total Bonded Debt

Water \$ 855,840.92

Wastewater \$ 5,390,581.09

\$ 6,246,422.01

