

Council Meeting
Tuesday, July 28th, 2020
Location: Teleconference

Table of Contents

1	Agenda
3	<i>Minutes: June 23rd, 2020</i>
9	Administrator
TBD	Public Works
20	Planning
21	Sheriff
22	Court
23	Library
24	Resolution 2020.17: Line Item Designation [COVID-19]
25	Council Values
28	Council Goals
35	Homeowner Weed Abatement Appeal Information
TBD	Draft RV Ordinance (<i>City Attorney</i>)
38	Capital Improvement Plan Revision
40	Large Document Location FY 2020.2021 Master Things to Do List
41	Citizen Mask Request & Mask Article (<i>Provided by Councilor Gerber</i>)
48	Property Owner Correspondence
50	Sharing Hands Communication
51	CARES Act Award
52	Court Changes
53	RAIN Additional Invoice
54	OPRD Comment Period Notice
56	ODOT Project Notice
57	Broadband Funding
58	CLHS Thank You
59	CIS Coverage
61	League of Oregon Cities & CIS Special Legislative Session Summary
69	League of Oregon Cities Program Offer
64	June Financials

August is Council Recess



Council Meeting

Tuesday, July 28th, 2020

Location: Teleconference

See direction posted at City Hall and the City website.

AGENDA

Regular Session

7:00 p.m.

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ADDITIONS OR DELETIONS TO AGENDA
- 5) MINUTES: June 23rd, 2020
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administration
 - D. Planning
 - E. Library
 - F. Court
 - G. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)
 - ★ Council asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.

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



9) LEGISLATIVE:

- A. **Resolution 2020.17:** Line Item Designation [COVID-19]

10) ACTION ITEMS:

- A. Capital Improvements Plan Revision
- B. Alyrica & City Hall Access
- C. Census Bureau | Use of Facility
- D. RAIN Financial Support
- E. Homeowner Weed Abatement Appeal

11) DISCUSSION ITEMS:

- A. Facemasks & Council
- B. RV Ordinance Proposal
- C. New Master Checklist (TTDL)
- D. June Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

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



June 23rd, 2020

ROLL CALL: Mayor Don Ware called the teleconference meeting to order at 7:00 p.m. with Councilors Block, Gerber, Neddeau, Thompson, Chambers, Hansen, Administrative Assistant Tammi Morrow, and City Administrator Scott McDowell present.

PUBLIC: Elizabeth Coleman, Kim Clayton, Bryan Bradburn, Lieutenant Brandon Fountain (*Linn County Sheriff's Office*) and Tia Parrish (*The Times*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell would like to add 10) B. Election Advertisements and delete Equipment Opportunity.

MINUTES: *Councilor Gerber made a motion to approve the May 26th, 2020 meeting minutes as presented. Councilor Thompson seconded the motion, and it passed unanimously. Councilor Hansen made a motion to approve the June 5th, 2020 work session meeting minutes as presented. Councilor Chambers seconded the motion, and it passed unanimously.*

PUBLIC HEARING | PRESENTATIONS:

- Budget Public Hearing.** Mayor Ware opened the Budget Hearing and asked for public input or Council comments. No comments were made, the hearing was closed. McDowell reminded everyone that changes could take place over the course of the fiscal year due to the Coronavirus Pandemic.

DEPARTMENT REPORTS:

- Linn County Sheriff's Office (LCSO) Sheriff's Report.** Lieutenant Brandon Fountain reported that in the month of May there were 4 citations, 6 warnings, and 214 total hours spent for the City. Fountain stated that they dealt with a lot of person to person incidents and domestic disturbances. Two folks were apprehended from the Napa Store theft.

Councilor Hansen asked why there was so much reduced activity; it is quite a dramatic shift. Fountain replied that during the pandemic they have been reducing traffic stops. Captain Duncan has now stated that they will be picking up and resuming normal activity again.

Councilor Block stated that 4 traffic citations in a month is unacceptable! He and Mr. McDowell have been attending the quarterly meetings and 4 citations in a month is not what we have been talking about and expecting, this cannot continue. Also, Councilor Block stated that he would like to see the actual speeds that folks are stopped for in the report again. Deputy Fountain replied that he will address that issue.

Lieutenant Fountain also stated the Department of Motor Vehicles (DMV) is severely backlogged due to the pandemic, so LCSO will not be ticketing on registration infractions until about January 2021, just giving warnings, so that the DMV can catch up.



- 2. Public Works.** McDowell reported that Public Works has been very busy with mowing, water leaks, and general duties. We have been a little shorthanded as some Staff have been experiencing some personal issues. The new dump truck has been delivered! It came with a lot of features that we did not have before. We are thrilled to have it! The 2 new mowers should arrive this week. Tomorrow the new service truck is scheduled to go into production. Payment for the new service truck will be handled this fiscal year. Superintendent Frink has been busy with the River's Edge development north of town. Mr. McDowell and Mrs. Coleman met with Elke Vath, Pacific Power, and will continue to work on that as the project continues. Big kudos to Superintendent Karl Frink. Karl has been doing a wonderful job with working through utility discrepancies with the new subdivision. He has also been extremely busy marking locations for the Alyrica install.
- 3. Administrator's Report.** McDowell wanted to publicly thank Staff for their work over the last few months of the pandemic. Everyone is doing their part and more! Office Staff including Carol Humphreys, Jannea Deaver, Elizabeth Coleman, and Tammi Morrow helped prepare for court last week. The docket was very long as court has been cancelled for 2 months due to the pandemic. Overall, the court session went well. Mayor Ware helps out Staff every week. He is in the building a lot, and is readily available to answer phones and do whatever is needed. Councilor Hansen and Councilor Gerber are generous with their time in offering advice and guidance as well as answering questions around town too. Councilor Block continues to attend several meetings for the City as well over the last month.

Mrs. Lemhouse has been instrumental in soliciting volunteers for Sharing Hands Food Bank during the last few months. She and Mayor Ware have worked diligently to prepare for the opening of the Library to the public again. Mrs. Morrow has been the coordinator for the Emergency Response Effort relating to the pandemic and the CARES Act (report later tonight.) Mrs. Coleman has been quite busy lately as folks are home and doing fence projects and planning related activities. The office staff did a great job last week getting City Hall ready to reopen under all the State's priorities and guidelines.

McDowell reported that the League of Oregon Cities (LOC) has sent a list of priorities for Council review and input in terms of focusing the League's advocacy effort for the upcoming long session of the State Legislature. The pandemic may fill in some blanks, and set higher priority needs as time moves forward.

Councilor Block has suggested contacting Sweet Home Sanitation and getting 3-4 containers up at the Central Linn Recreation Center for folks to put clean-up materials in, especially with folks sheltering at home for the last few months.

McDowell included the 811 (Williams Gas Line) annual literature in the packet for Council perusal.

McDowell reported that the Chamber is continuing to plan for the City-Wide Garage Sale in July. Due to sales happening on private property, not public property, the Governor's Office Regional Solutions Team has agreed that this would meet the letter of the law.

The Chamber has postponed the Antique Faire until September or October. They may spread vendors throughout town. Sarah Means, from the Governor's Office, stated that she thought this may potentially be a problem. Truly, the last thing we want is to



cause problems for Linn County in relation to any increase in Covid-19 cases, and it seems foolish to jeopardize that status.

McDowell reported that Pioneer Picnic is holding their event in August this year. They are still working on planning the event, but some ideas that are surfacing include a reverse parade, invitation only to coronation, and having an actual picnic in Pioneer Park where folks are complying with the social distancing measures. If Phase 3 opens up, that may change what will be allowed as well.

The Festival of Tents event that happens over Labor Day has made no decision about the event at this time. The organizers are hoping that the State will be into Phase 3, and parameters will allow them to hold their event.

McDowell reported the playground in Pioneer Park is open. Folks are encouraged to take the proper safety precautions. The City is unable to rent any of the facilities at this time due to our inability to keep up with the cleaning protocols. We are hoping that when Phase 3 happens, the City will be able to rent the buildings and facilities again. Camping is pending for now. One possibility to allow for camping might be to make it a reservation system. Public Works would need to measure the space and determine how many sites we could safely accommodate, and then we could add a link on our website to service those campsites. This system should limit the number of folks in the Park at one time. This is just an idea for Council to consider.

McDowell reported that the Library will be closed on June 25th and June 26th.

Mrs. Morrow reported that the Emergency Preparedness Committee (EPC) has been meeting weekly since March, mostly via teleconference. The group has also reached out to community members to create an Emergency Response Plan for Covid-19. We have gathered folks from the EPC, Faith Community, the American Legion, Senior Center, among others. There are many opportunities to contribute including doing welfare checks, storing food at church facilities, gathering volunteers, and social media posts. Sharing Hands Food Bank has been the biggest recipient of our combined effort, making sure that they have plenty of food donations, and also volunteers to help distribute the food. Executive Director, Deb Gruell, reports that she is at an almost critical need for volunteers to carry out their mission. In the month of May, they fed over 350 families, and June numbers look like they will be similar.

Mrs. Morrow reported that Staff put together a request for funding through the State for the CARES Act. The total grant request was for \$26,174. The grant allows for reimbursement for COVID-19 expenses including payroll expenses, cleaning supplies, medical and protective supplies, communications, legal fees, etc. We have complied with several requirements and are confident that the grant funds should be approved. If the CARES Act does not fund, there are also FEMA grants available, but those are usually a lot more cumbersome. We are hoping that there will be another reimbursement period offered for continuing expenses, but it likely will depend on how the funding holds out.

Mr. McDowell reported that the Brownsville Art Association will be opening tomorrow, June 24th, 2020. They will be following safety protocols as required.

McDowell reported that he will be out of the office soon, enjoying a vacation.

Councilor Neddeau asked when the City-Wide Garage Sale will be happening. McDowell replied the date is set for July 18th, 2020.



Councilor Gerber asked Mr. McDowell to talk a little more about the LOC priorities. McDowell stated that he believed the highest priorities at this time are Infrastructure Financing and Resilience, Right of Way/Franchise Fees Authority Preservation, and Increased Budgetary Flexibility during Budgetary Emergency. He said the list had a lot of good things on it that need to be addressed, but he felt these were the top priorities currently. He welcomed Council comments.

4. **Library.** The Library is open, and there is a new normal there. Mayor Ware stated that folks are encouraged to wear a mask, expected to wash their hands upon entering the building, to sign the contact tracing sheet, and to exit through the Kirk Room door.
5. **Citizen's Comments.** Mr. McDowell read a statement received from Mr. Allen Buzzard thanking the Park Caretakers for the great job they are doing in Pioneer Park.
6. **Council Comments.** Councilor Gerber stated she and Mr. McDowell are going to be working on creating an Equity and Inclusion Advisory Board concept which would operate similar to how the Emergency Preparedness Committee operates. They may have something for Council to consider at the September meeting.

LEGISLATIVE ITEMS:

1. **Resolution 2020.13 – Adopting FY 2020-2021 Budget & making Appropriations.** Mr. McDowell stated that after a conversation with Councilor Hansen it may be that Covid-19 may present us with some challenges; adjustments will be made as the situation unfolds. *Councilor Gerber made a motion to approve R 2020.13 as presented. Councilor Hansen seconded the motion, and it passed unanimously.*
2. **Resolution 2020.14 – Sewer Rates Annual Adjustments.** *Councilor Hansen made a motion to approve R 2020.14 as presented. Councilor Neddeau seconded the motion, and it passed unanimously.*
3. **Resolution 2020.15 – Water Rates Annual Adjustments.** *Councilor Neddeau made a motion to approve R 2020.15 as presented. Councilor Gerber seconded the motion, and it passed unanimously.*
4. **Resolution 2020.16 – FY 2020-2021 Year End Transfers.** Mrs. Morrow stated that this transfer is just housekeeping really. It moves funds from contingency up to line items within the funds; no fund was over expended. *Councilor Hansen made a motion to approve R 2020.16 as presented. Councilor Gerber seconded the motion, and it passed unanimously.*
5. **Proclamation – Pioneer Picnic Recognition.** Mayor Ware read a proclamation establishing the 133rd Pioneer Picnic to be held during the week of August 9th – 16th, 2020. The theme this year is “Pioneer Farming.”

ACTION ITEMS:

1. **Approve Delinquent Assessments.** McDowell stated that Mrs. Deaver prepared the list of delinquent accounts totaling \$2,788.83 that will be sent to Linn County soon. These amounts are included on the LB 50 budget form as well. *Councilor Gerber*



made a motion to authorize Mr. McDowell to assess the delinquent accounts. Councilor Thompson seconded the motion, and it passed unanimously. Councilor Chambers asked how the process works. McDowell replied that the delinquent amounts are collected through Linn County Assessor's Office with the property tax bills. Folks can go to Linn County Assessor's Office and pay until about the middle of September to avoid having the delinquent amount added to next year's tax liens.

2. **Election Advertising.** McDowell is recommending that Council authorize the advertising for elections now as the July meeting is late in the month. *Councilor Hansen moved to authorize Staff to post election advertisements as needed. Councilor Block seconded the motion and it passed unanimously.*
3. **Walnut Street Alley Vacation Request.** Mrs. Coleman stated that the City has received an alley vacation request from Scott Gese adjoining his south property line at 119 Walnut Avenue. The neighbor, Cyndi Anderson, at 113 Walnut has consented as well. Public Works assures us that there are no current or planned future utilities in this area. It is very steep terrain. Most of these "pig" alleys or livestock alleys have already been vacated in town. McDowell stated that the City has no interest in this alley according to Mr. Frink. Legislation requires that notices will be sent out, and posted, and then an ordinance will be created for Council approval. *Councilor Gerber made a motion to move forward with this alley vacation for Council to execute. Councilor Hansen seconded the motion and it passed unanimously.*
4. **Adopt Revised Park Master Plan.** McDowell reminded Council that the City is in the middle of planning renovations for the Central Linn Recreation Center, Park Buildings, etc. The Oregon State Parks Department has a grant program, but to apply, the City will need to adopt this revised Park Master Plan. *Councilor Neddeau moved to adopt the revised Park Master Plan as presented. Councilor Thompson seconded the motion and it passed unanimously.*
5. **Utility Shutoff Procedures.** McDowell reminded Council that in response to the Covid-19 pandemic, the City has been giving grace and operating on a no-shutoff policy. Staff is recommending that next month the City reverts to normal business per the Brownsville Municipal Code for late fees and shutoffs. *Councilor Hansen moved to approve going back to the utility shutoff procedures per Brownsville Municipal Code. Councilor Gerber seconded the motion and it was approved unanimously.*

DISCUSSION ITEMS:

1. **Recreation Vehicles (RV) Ordinance.** McDowell reported that the City is getting complaints and beginning to see an unwanted uptick with RV's around town. Staff was charged with addressing this issue in 2017, and all suggestions were shot down by the attorney. The City is still interested in finding a mechanism that would prevent folks from living in RV's long-term. It is historically proven that, often, bad things will start happening over time. McDowell would recommends contacting the City Attorney Ross Williamson and having him prepare an ordinance for Council's consideration. Council agreed by consensus.
2. **Annual Master Checklist Review.** McDowell reported that he has put the Annual Master Checklist Review up on the website for everyone to see. He sent the final review of the goals to Council last Saturday. Overall, he is hoping that Council is well pleased



with the overall progress and how hard Staff has worked to make sure that all these tasks have been accomplished. The pandemic has certainly presented challenges. Staff has been busy facilitating with our community partners to serve the City to the best of our ability.

3. **May Financials.** No comments.

CITIZEN COMMENTS: No comments.

COUNCIL COMMENTS: Councilor Thompson asked for clarification from Councilor Gerber about the equity and inclusion advisory board that she is recommending. She is wondering what this advisory board would accomplish and what would be the end goal for the group? Councilor Gerber stated that the proposal will be for Council to look at whether they would like to adopt such an advisory board. Gerber stated that she does not have a lot of details yet. Other committees she has worked with have looked at issues with the lens of equity and inclusion. For example, the group may look at the lobby space and determine if there are things that make them feel welcome? Theoretically they could look at the way the City operates, maybe look at contracts, hiring process, deposit amounts, and other items of interest.

Councilor Hansen expressed his support for doing reservations for camping. He regrets that this work creates a burden on Staff to facilitate. McDowell stated that reservations and designated spots would be one way to allow for social distancing. He will need to check in with the Park Caretakers, Municode for website implementation, and Staff to facilitate. Councilor Thompson stated that she didn't feel real passionate about the issue, but that it might be one thing that the City could say "yes" to during the pandemic restrictions. Councilor Gerber feels like we would really have to limit the numbers, especially without designated spots, and that the logistics may be tricky. She said that she has mixed feelings, and remembers that the Park had bad luck just a few years back.

McDowell reported that with the current Covid-19 guidance it is likely that Council will continue to meet by teleconference. The Council Chambers will limit the numbers of the public that we can legally allow access to the space during a meeting. Masks will create a significant challenge to properly recording the meetings. It is unclear exactly what the future holds.

ADJOURNMENT: *Councilor Hansen moved to adjourn the Council meeting at 8:24 p.m. Councilor Chambers seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell

Mayor Don Ware



City Administrator Report

July 28th, 2020

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

One liner of the month



What if there were no hypothetical questions?
~ George Carlin



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

“A life is not important except in the impact it has on other lives.”
~ Jackie Robinson, Baseball Player



“In the affairs of this world, poverty alone is without envy.”
~ Giovanni Boccaccio, Writer

“Ignoring isn’t the same as ignorance; you have to work at it.”
~ Margaret Atwood, Writer

“Laws and institutions are constantly tending to gravitate. Like clocks, they must be occasionally cleansed, and wound up, and set to true time.”
~ Henry Ward Beecher, Social Reformer



Henry Ward Beecher

AGENDA ITEMS DISCUSSION

The following items follow the order of the Agenda

6) PUBLIC HEARINGS OR PRESENTATIONS:

9) LEGISLATIVE:

A. Resolution 2020.17: Line Item Designation [COVID-19] – Council passed a resolution last year to potentially cover expenses incurred by the Coronavirus Pandemic; this resolution will designate certain line items Council can use if needed.

10) ACTION ITEMS:

A. Capital Improvements Plan (CIP) Update – The CIP that was officially re-adopted last June needs to be revised to include the Seven





City Administrator Report

Mile/Depot Avenue Sanitary Sewer as decided by Council earlier this year.

What is Council being asked to do?

Consider adoption of the revisions.

- B. Alyrica & City Hall Access** – Certain plans have changed for Alyrica due to circumstances beyond their control. Alyrica needs to place a power supply unit in City Hall. This piece of equipment will need to be accessed by Alyrica personnel at all hours.

What is Council being asked to do?

Authorize the City Administrator to work out access issues with Alyrica personnel for access to this key equipment.

- C. Census Bureau: Use of Facility** – Staff received a request from the Census Bureau to use City Hall or the Community Room to collect Census data for the area. Due to the Coronavirus Pandemic, City Hall and related facilities have been closed to the public.

What is Council being asked to do?

Determine if the Census Bureau should be allowed to use public space.

- D. MVP/RAIN Update & Support** – The Eight Cities group met to discuss the delays caused by the Coronavirus Pandemic to the MVP plan and to discuss how the group would meet the contractual obligation required of year two of the RAIN partnership. The City of Lebanon has pulled all financial support due to budgetary issues. I am recommending that the City authorize the amount of up to \$5,000 to meet the obligation for this year. The City has enough budgeted to cover this cost. Council has been committed to regional involvement, and the RAIN partnership has been a successful and positive part of that success.

What is Council being asked to do?

Consider additional money to continue the RAIN partnership with the eight cities per agreement.

- E. Homeowner Weed Abatement Appeal** – Staff posted weed notices throughout town. Veronica Christie wants to appeal Staff's decision to abate her yard to Council. I have included her letter and e-mail in the agenda packet for your review.

What is Council being asked to do?

Determine if the homeowner should be exempt from the ordinance.

11) DISCUSSION ITEMS:

- A. Facemasks & Council** – I have included a request from Melissa Haendel and Councilor Gerber's article about facemasks.

Thoughts: The State of Oregon has, once again, short circuited Home Rule with their response to the Coronavirus Pandemic. The State is making the rules and setting the protocols. The City is simply doing what it is told. Council endorsing masks will not make a difference anymore that the State of Oregon requiring masks regardless of the reasons. Most individuals will comply, some will not.





City Administrator Report

Does Council want to consider messaging around facemasks?

- B. RV Ordinance Update Proposal** – City Attorney Ross Williamson developed the language for a revision and clarification on RV’s. How would Council like to proceed? I would suggest a volunteer to work through the changes with Staff and bring those changes to Council for consideration at a future meeting.
- C. Annual Master Checklist Review** – The new list is on the website. Please view the website listed in the Table of Contents of the Agenda Packet to view the document.
- D. June Financials**

NEW INFORMATION & HAPPENINGS

Notable situations that have developed after the last Council meeting

Reopening Plans ☑ – The Library and City Hall reopened with specific rules and guidance from the State of Oregon. So far, the public has respected the rules that have been put in place.

Pioneer Park: Camping, Events & Rentals ☑ – Mayor Ware, Councilor Block and I, after discussion with Council & Staff, and responding to an escalating situation surrounding COVID-19 cases, decided to prohibit camping and facility reservations until further notice. Governor Brown may follow the State of California’s lead and roll back communities that are in Phase II, or even roll back everyone back to baseline according to a League of Oregon Cities conference call on Friday, July 17th, 2020.



The City did not want to be responsible for jeopardizing the County’s Phase II status, and people really wanted to use the park for camping. Staff ordered signs that will be placed in the Park. The City website and Facebook have been updated to include these closures as well as many e-mails to concerned parties.

LCSO Quarterly Meeting – Councilor Block and I will attend the ‘quarterly’ meeting held with Jim Yon and his Staff. Please let us know if you have comments or suggestions for the Sheriff.

Linn County Pioneer Association Negotiations – Councilor Block and I have had a few meetings with representatives from the Association. The City has drafted some ideas into lease agreement form. We are still working on the language and full details. Hopefully, we will have something for Council consideration in September or October.



Elections – The City posted the elections notice required by the Charter and Brownsville Municipal Code. Councilor Chambers, Councilor Gerber and Councilor Block are up for election should they choose to run for re-election.

Cascade West Council of Governments Executive Director Ryan Vogt ☑ – Mayor Ware and I are scheduled to meet with the new director Monday.

Annual Bond Payments - Staff has made arrangements to make the first installment payment by the end of the month.



City Administrator Report

ODOT & Highway 228: Traffic Calming Planters – ODOT’s Shawn Martin is working on Council’s request. I will occasionally contact Mr. Martin to check on the status. I expect the removal to take a year or more to complete.

From 05.26.2020: The traffic calming planters have been the source of much discussion by area business owners along Highway 228. The result of these planters has been two to three accidents each year. Certain business owners have lobbied the Department of Transportation for safety markings to be increased.

Council has a few options:

- 1) Leave ODOT to install ten candlesticks on each planter.
- 2) Request the removal of the planters.
- 3) Request the installation of additional safety measures.

Discussion | The planters are difficult to maintain and are the responsibility of the City. ODOT spends time cleaning up accidents, repairing safety equipment like reflection devices and fielding complaints. Installing the candlesticks will ruin any aesthetic value the planters were partially designed to achieve. The devices were also designed to “calm” the traffic. The devices really have had little calming effect and have led to property damage.

Equipment Update – The City received the new mowers. Staff is still working on some details about their delivery. Staff also continues to wait on the new service truck which we expect to receive the first week of August.

Policy fyi fyi fyi

Compensation & FLSA Status

The Fair Labor Standards Act (FLSA), originally passed in 1938, made two general categories for employees, 1) Exempt employees and 2) Non-exempt employees. Exempt employees are not paid overtime and typically have management related duties to qualify for this employment status. Exempt employees do not earn overtime. Non-exempt employees are paid overtime for work paid over a certain number of hours per week depending on their job, certain exceptions apply to emergency personnel such as full-time firefighters and paramedics. The Act also did many things like set rates for overtime pay, recording keeping and create minimum wage standards.

Public Works Superintendent Karl Frink and I are exempt employees and the rest of the City’s Staff is non-exempt. The City sets the hours threshold for benefits and can make many rules that govern compensation for all employees, including contractual employees, in relation to flex time, for example, and other compensation issues.

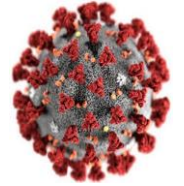
STATUS UPDATES – Projects, proposals and actions taken by Council



City Administrator Report

CIS Cybersecurity Policy – Staff is working on the implementation phase of these new requirements.

Emergency Response | Ad Hoc Committee | COVID-19 – The Committee has cancelled a few meetings as there has been nothing new to report. Sharing Hands continues to struggle with the volunteer effort. Sherri Lemhouse has been helping gather volunteers and Administrative Assistant Tammi Morrow continues to monitor the situation. The City is concerned about what the future may bring should the Governor close down businesses that have opened under Phase II guidance and requirements.



From 05.26.2020: The City continues to come along side community partners and Sharing Hands to help feed those in need in our community. The effort has been very uplifting, seeing so many donations and individual efforts that are remarkable and heartwarming. The City started our effort March 16th, 2020 working through Council meeting on March 31st, 2020 to begin helping in new ways to address community needs. Administrative Assistant Tammi Morrow will provide a report Tuesday evening about the latest happenings.

Staff cannot say enough positive comments about Brownsville residents and organizations have been incredibly supportive of feeding those in need in our community.

Pandemic Impacts ☒ – Below is what is on the website:

COVID-19 Events Impact

Brownsville has many civic organizations that run events during the year. Due to the Coronavirus Pandemic, many of those events have been cancelled or postponed. Below is a list:

- Carriage Me Back | Cancelled
- Pioneer Picnic | Postponed | August 14 & 15
- Fourth of July | Cancelled
- Rally on the River | Cancelled
- City-wide Garage Sale | July 18, 2020
- Stand by Me Day | Cancelled
- Antique Faire | Cancelled
- Hands on History | Cancelled
- Festival of Tents | Cancelled



From 06.23.2020: Several cancellations have taken place. Birthday parties, family events, church picnics, company gatherings continue to be canceled. The Mid-Valley Bicycle Group has recently cancelled this year's ride. Fire Chief Kevin Rogers recently announced that the *Fourth of July celebration* has been canceled for this year.

Camping in Pioneer Park has been closed until further notice. Like the fireworks celebration, camping has been closed or canceled in many State Parks and campgrounds around the area have not opened.

The City does not have the resources to deal with a massive influx of visitors or campers which is the major concern when considering camping and other mass gatherings during this time.



The City is operating under the authority granted by the Governor's Office. To be clear, the City has not closed businesses. The State of Oregon has. The City is following the guidance



City Administrator Report

set forth by the State. The City has offered opening resources and guidelines as provided to the City by the Governor's Office.

The *Chamber of Commerce* has decided to continue to move forward with their late-summer events. The Chamber is fully aware that these events may have to cancel, however preparations are still being made.

The *Ad Hoc Facilities Review Committee* has not been able to meet.

The *Go Team* effort with the eight cities has not been able to meet due to pandemic response in each city.



Active: Emergency Community Outreach – Volunteers are getting more difficult to come by as people head back to work and other activities. The need may increase depending on what Governor Brown elects to do with reverting counties back to Phase I or baseline status.

From 05.26.2020: Mayor Ware, Councilor Block and Councilor Hansen have been involved on the Emergency Response Ad Hoc Committee. So far, the City has been acting as a facilitator and organizer for coordination purposes. Administrative Assistant Tammi Morrow is providing much of the support and coordination.

Active: Linn County Pioneer Picnic Association – *From 06.23.2020:* The Association plans on having a reverse parade where folks drive around and look at decorated properties, an open picnic where folks bring their own lawn chairs and lunch, a princess coronation by invitation only, a church service and maybe someone giving a brief presentation about the history of Picnic.



From 05.26.2020: The Association finalized the agreement with the City for annual Picnic preparations. The group has rescheduled the event for August 14th & 15th and continue to monitor allowances made by the State of Oregon considering the emergency declarations for the Coronavirus Pandemic.

From 04.28.20: Ms. Wyne expressed the desire of the Association to have a picnic celebration, even it is one day only, to preserve their historic, longest running celebration streak.

Active: BCS Audit – Staff has been busy gathering information for the annual audit BCS is scheduled to audit the City on August 18th through the 21st, 2020.

Active: Walnut Alley Vacation – Administrative Assistant Elizabeth Coleman is working with Mr. Scott Gese to follow-up on the approval made by Council at the last meeting. Council agreed to allow the vacation of an old livestock or “pig” alley south of Walnut Street.

From 06.23.2020: Mr. Scott Gese is requesting the City vacate an alley intersecting two of his properties. There is a six and a half foot (6.5') easement dividing his two lots. Historically, “pig” alleys or livestock alleys were platted throughout town. Over the years, the City has eliminated these alleys when requested. The City has no utilities in this area and due to the steep nature of the terrain, the future ability of the City to make use of this alley is non-existent.

Active: CIS Appraisal Review – Staff completed all insurance reviews for the upcoming year.

From 04.28.20: The new appraisal is set to the official in July. The City's property and liability insurance increased by 22% in part to a higher valuation for City properties and assets and partially due to the lawsuit brought against the City by Green Cross Dispensary.



City Administrator Report

Active: Chamber of Commerce – Chamber officially postponed Antique Faire until the second week of September or October. Citywide Garage Sale is moving forward.



Active: Park Signs and Public Communication Efforts – Delayed by the Coronavirus Pandemic. Ms. MacQueen did finish Camping Full signs for use.

From 05.26.2020: The City this currently working with Ms. Jane MacQueen on signage. Administrative Assistant Jannea Deaver, Administrative Assistant Elizabeth Coleman and I are working on other communications.

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

LCSO Month-to-Month Comparison (18 months)

2020	June	20	4	213
2020	May	4	6	214
2020	April	18	5	210
2020	March	13	5	239.5
2020	February	15	20	214.5
2020	January	15	25	204.5
2019	December	16	24	206.5
2019	November	11	10	205.5
2019	October	12	29	217.5
2019	September	20	10	202
2019	August	8	15	210.5
2019	June	31	32	221
2019	May	21	47	204
2019	April	4	14	205.5
2019	March	15	35	204
2019	February	4	19	217
2019	January	21	44	217
2018	December	9	24	211
<i>Subtotal</i>		257	368	3817
Total Average		14.2778	20.444	212.06
		Cites	Warnings	Hours

Active: Alyrica Franchise Agreement – Alyrica is constructing the fiber optic system. Alyrica has sent letters to Brownsville resident in Phase I.

From 09.25.19: I met with Adam Skaer to discuss the possible location of a necessary cabinet on public property as described in the Franchise Agreement. Permits have been submitted to Pacific Power and they will soon be sending permits to the City and the County. They are attempting to get the main trunk line installed by the end of 2019.



City Administrator Report

Alyrica is targeting the following pricing structure:

\$69.99 100 Mbps

\$99.99 1 Gbps

Active: Dyer Partnership – *From 04.28.20:* Staff met with City Engineer Ryan Quigley to discuss the downtown sewers among a few other projects. The City does have an eight foot easement behind the Linn County Museum which is inadequate to make the necessary repairs. Councilor Block and I have met to review the details. We will be preparing a letter for property owners soon. We are hoping to meet in person with the group, so we are waiting a few weeks for the emergency declaration to lift.

Quigley announced that the project could cost as much as \$550,000 to construct due to a conflict with an existing storm sewer which is why we are reviewing other alternatives.

From 01.28.20: Karl Frink and I Met with City Engineer Ryan Quigley to review details for the update of the Public Works Standards, the Wells Electricity, the Downtown Sewer project and to discuss the GR-12 well site and future water usage needs. Quigley is working on the engineering for the Downtown Sewer project and other priorities as requested.

Active: Downtown Sewer Collections Engineering – *From 12.17.19:* Work orders were executed in-line with Council’s decision to move forward with the engineering design phase.

From 10.26.19: City Engineer Ryan Quigley forwarded the associated engineering costs for the Downtown Sewer project the City is saving toward for installation in FY 2020.2021. This resolution will transfer funds to cover the associated engineering costs so the project can be bid at any time in FY 2020.2021. Hopefully, the City can complete the Downtown Sewer project over two FY’s instead of three.

Active: Emergency Preparedness Committee – Every Monday since March 16th, 2020, the Emergency Operations Team has met. President Norman Simms, Marilee Frazier, Fire Chief Kevin Rogers, Administrative Assistant Tammi Morrow and City Administrator Scott McDowell.

Active: Go Team Meetings – Staff recently met with the group as described above.

From 05.26.2020: The group was unsuccessful in obtaining State funding. *From 01.28.2020:* The Mid-Valley Partnership (MVP) group has decided to apply for a Rural Initiatives (ROI) grant for asset mapping, branding and website development which were the three primary goals of the agreement. Kelly Hart of Lebanon, Hilary Norton of Halsey and I met with Carolyn Cummings and Corey Wright of RAIN to discuss our continued partnership with RAIN, impacts of applying for a ROI grant and funding avenues and options. Mayor Ware and I have signed a support letter for the ROI grant. Council may remember the IGA had a funding component that needed to be determined for the upcoming budget season. The group is currently working on determining what these levels will be for each city.



Pending: Right-of-Ways & Storage Containers – *From 12.17.19:* Council considered **two** ideas moving forward at the last meeting. Idea #1) consider permitting for temporary storage containers, and Idea #2) consider future requirements for storage containers as permitted living spaces.

From 11.26.19: Councilor Thompson, Councilor Neddeau, Administrative Assistant Tammi Morrow and I met to review right-of-way infringements, the ordinance and storage containers. Staff will share information with Council for possible next steps.



City Administrator Report



From 10.26.19: The LCSO is in the process of investigating a recreational vehicle that may be using city streets to illegally stay in town. The Sheriff's Office reported this phenomenon happens frequently in Harrisburg and other rural areas. A large semi size storage container has been placed on Blakely Avenue to help a homeowner make renovations to their property. Staff has made reasonable accommodation for this to be a temporary situation, however, Councilor Neddeau and Councilor Thompson will be reviewing this situation for possible further administrative/legislative action.

Pending | Active: Land Inventory – *From 03.26.19:* 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.

See past reports for more information.

Pending: Oregon Water Resources Department (OWRD) and Wyatt Rolfe – The City must complete this project this upcoming fiscal year to stay in compliance with the order from OWRD.

From 06.25.19: I have included money in the upcoming budget to address the Water Management & Conservation Plan [...required by the final order issued by OWRD.]

Stalled: Linn County Planning & Building Department Meeting Outcome – The group continues to wait on the County to upgrade and implement an e-permitting system. Future meetings will be required to continue to move this goal and other items forward.

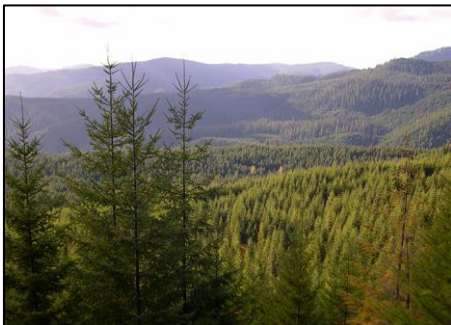
From 07.23.19: Attended permit training conducted through the LCPBD. One direct result of this effort.

Stalled: Linn County Traffic Count Data Request – *From 12.17.19:* Linn County Road Master Darrin Lane processed Council's request.

From 11.26.19: Staff recommends Council asking Linn County Road Department to perform a traffic count on Depot Avenue just before Ash Street and just after Henshaw Drive. Collecting baseline data could be important once home start to build in the area. It is nice to have empirical data when dealing

Stalled: Facilities Review Committee Recommendation Outcomes – *From 11.26.19:* The Ad Hoc Committee met to discuss the structural engineering report from VLMK and to discuss ideas, strategies, and options.

From 09.17.19: The City has received the Structural Engineering Report from VLMK, and it is currently under review.



From 07.23.19: I have sent an update to Committee members. The City is in the process of hiring a Structural Engineer to review the Central Linn Rec Center. City Engineer Ryan Quigley, Dyer Partnership, has contacted VLMK Engineering who handles structural engineering reviews for Dyer Partnership. Mr. Havlin Kemp is working on the proposal for the review.

Stalled: Ad Hoc Committee Document – *From 01.28.20:* Halsey City Administrator Hilary Norton and I met to discuss the



City Administrator Report

plan of creating a document for the Ad Hoc Committee, Council and ultimately the general public that provides quick details and drawings of the future plans for the Central Linn Rec Center. Mrs. Norton will be providing illustrations for the document.

Stalled: Canal Company & the Mill Race – *From 04.28.20:* City Attorney Ross Williamson is currently working on this item.

Stalled: Officials Handbook – *From 01.28.20:* The newly adopted policies required by the new State law also apply to elected and appointed officials.

From 12.17.19: Staff is working on disseminating the handbook and collecting confirmations.

From 10.26.19: This resolution would adopt the new Officials Handbook as presented at the last Council meeting. I have included an acknowledgment form for Council review as well. If Council adopts this resolution, the Officials Handbook would be sent to all elected and appointed officials for their review and reference.



Stalled: Approve Mid-Valley Partnership Agreement – *From 06.23.20:* The group was unable to obtain grant funding for this project. The City of Lebanon is in transition with hiring a new City Manager which has also caused pause. We are hoping to move forward post-pandemic.

Pending: Step Up IT – *From 03.26.19:* 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.

Completed: FY 2020 – 2021 Budget Passed – Staff put the finishing touches on the FY 2020.2021 Budget. Below are a few highlights:

- ★ Approve the Full Permanent Tax Rate – \$6.9597 per \$1,000.
- ★ Approve the levy amount needed for the Wastewater Bond Debt – \$41,922.
- ★ Approve the levy amount needed for the Water Bond Debt – \$49,236.
- ★ Recommend a 3% Utility Rate Increase for the upcoming fiscal year.
- ★ Approve Historic Use of State Revenue Sharing.
- ★ Approve and recommend the continued use of all designated funds and line items contained in this FY 2020.2021 budget document.
- ★ Approve the FY 2020-2021 Budget and recommend the same to Council.

Completed: Utility Rates Annual Adjustment – Staff made the required updates in the Utility Billing System.



Completed: Year End Transfers FY 2019,2020 – Staff recorded the changes as approved.

Completed: Adopt Revised Park Master Plan – Staff posted the approved plan to the City website.

Completed: Utility Shutoff Procedures – Staff reverted to normal procedures for collecting past due utility amounts.

Completed: Municipal Court Collections Agreement – The contract has been finalized. Staff is now implementing the necessary steps for proper protocols and execution with Western Collections Bureau, Inc. Staff cancelled the contract with Alliance One for failure to perform duties.

From 12.17.19: Staff continues to put the finishing touches on this agreement. The City is waiting to hear from Alliance's legal department.

PAST MEETINGS – Memory Information

DevNorthwest/WNHS Update – The merger has taken place. The group is working on dovetailing policies among other administrative details.

➤ **Kirk Avenue Project History**

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

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "SM".

S. Scott McDowell

Rate Change

Effective Thursday, July 23, 2020, the Oregon Short Term Fund (OSTF) rate will change from 1.30% to 1.00%. Additional information about the OSTF, including historical rate data, is available online [here](#).



July 2020

PLANNING AT A GLANCE

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

• Structural	48X10 Lean-to	105 E Cooley
• Plumbing	Replace all pipe	500 Loucks Way #6
• Mechanical	Replace HP & AH	743 Templeton
• Structural	Garage/Carport	205 Templeton
• Mechanical	Replace Gas W/H no Vent	303 Spaulding
• Mechanical	Install HP & AH	500 Loucks Way #6
• Mechanical	Commercial Outdoor Unit	930 Kirk
• Plumbing	Replace 15ft sewer	219 Millhouse
• Structural	SFD	611 Calapooia
• Structural	Foundation Repair	702 School
• Mechanical	Gas Furnace & AC	219 Millhouse
• Fence		472 Hume
• Fence		134 Putman
• Structural	Garden Shed	134 Putman
• Fence		220 North
• Structural	Lean-to	192 Kirk
• Structural	Garage	205 Templeton
• Fence		1079 Filbert
• Fence		500 Loucks Way #2
• Fence		610 Washburn
• Structural	Pergola	985 Washburn
• Fence		400 Kirk
• Fence		403 Kay

Updates

Buildable Lands Inventory

Still in process.

River's Edge Subdivision

Henshaw Drive Sewer & Onsite Sanitary Sewer Installation in process.

Elizabeth E. Cofman



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

2020

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

FOR THE MONTH OF: June

TRAFFIC CITATIONS: -----	20
TRAFFIC WARNINGS: -----	4
TRAFFIC CRASHES: -----	0
ADULTS CITED/VIOLATIONS: -----	3
ADULTS ARRESTED : -----	3
JUVENILES CITED/VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED:-----	69

TOTAL HOURS SPENT: BROWNSVILLE 213

CONTRACT HOURS= 200 HOURS

**Jim Yon,
Sheriff, Linn County**

By: Sergeant Greg Klein

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR JUNE
2020**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	20	4		24	
Violations	74	17	9	82	
Contempt/Other	63		1	62	
TOTALS	157	21	10	168	0

BALANCE SHEET FOR THE MONTH

Court Revenue

Court Payments

Total Deposits +	\$ 2,763.00	City	\$ 2,169.00
Total Bail Released +	\$ -	Restitution	\$ -
Total Bail/Bank Fees -	\$ -	Oregon Dept Revenue	\$ 466.00
Total Bail Held -	\$ -	Linn County	\$ 128.00
* Total Refund/Rest -	\$ -	State Misc.	\$ -
Total NSF's -	\$ -	DUII Surcharge	\$ -
Cash Shortage -	\$ -		

TOTAL COURT REVENUE	<u>\$ 2,763.00</u>	TOTAL COURT PAYMENTS	<u>\$ 2,763.00</u>
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Credit given for Community Service	\$ -
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Other Credit Allowed Against Fines	\$ -
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TOTAL NON-REVENUE CREDIT ALLOWED	<u>\$ -</u>
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TOTAL CASH PAYMENTS TO:

CITY	\$ 2,169.00
STATE	\$ 466.00
COUNTY	\$ 128.00
*REFUND/RESTITUTION	\$ -
TOTAL:	<u>\$ 2,763.00</u>



Library Advisory Board

Librarian's Report

June 2020

Here are a few facts about our library the month of June 2020. We have received 48 new books for the library. Volunteers donated 78.5 hours to our library. There were 882 materials checked out. 433 adult fiction books; 94 adult non-fiction books; 69 audio books; 141 children's books; 111 junior books; 10 junior reference books and 24 large print books.

In June we held 6 virtual children's programs with 332 participants. There were no programs for adults due to COVID 19.

Yeah! The Library building is open to patrons again. It has been good greeting friends and patrons as they come back into the Library. We were incredibly lucky to be able to check out books during the quarantine. This service is still available and being utilized. Almost everyone was glad to come back into the Library. There were a few grimaces about signing the contact tracing form, but overall patrons and public are signing. These forms will not be forwarded, handed over, or reported to anyone unless there is an incident of exposure at our building. I tuck the filled-out forms in a file each day in hope that we never have to look at them again. One patron even gave the Library a \$50 donation in appreciation of the dedication of the Librarian during the quarantine. Being appreciated is a great feeling.

Virtual Story Time continues, and it makes our program numbers look fantastic. This year our Summer Reading Program (SRP) will be looking a lot different from years past. Due to the COVID gathering restrictions, our SRP Team will be hanging out in the Library Park on select Thursday afternoons. The Pirate Queen, Sleeping Beauty and Professor Trelawney will be handing out free books along with take and make packets to children ages Preschool – 14. These packets are based on the theme of the week and are of a limited quantity. If participants would like to come in costume, we would love to see it! Because of COVID, we ask that we respect everyone's distance.

Respectfully submitted,

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

Sherri Lemhouse
Librarian



RESOLUTION NO. 2020.17

**A RESOLUTION DESIGNATING CERTAIN
BUDGETARY LINE ITEMS FOR USE IN
RESPONSE TO THE CORONAVIRUS PANDEMIC.**

WHEREAS, Council Resolution 2020.07 defines the state of emergency as set forth by the State and Federal governments; and,

WHEREAS, Council wants to ensure that the proper financial leverage can be applied during this pandemic as needed, and in response to State and Federal aid that is being made available; and,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, that the following line items may be used for this purpose:

Section I. Line Items [FY2020-2021]

<i>Line Item Number</i>	<i>Line Item Name</i>	<i>Amount Designated</i>
▶ 100.010.675	Economic Development	\$ 10,000
▶ 100.010.677	HRB/EPC/PC	\$ 5,000
▶ 100.010.950	Contingency	\$ 5,000
▶ 100.060.950	Contingency	\$ 5,000
▶ 916.000.639	Beautification	\$ 8,000
▶ 916.000.679	I.G. Requests	\$ 2,000

Total \$ 35,000

Introduced and adopted this 28th day of July 2020.

Approved:

Attest:

Don Ware, Mayor

S. Scott McDowell, City Administrator
City Administrator



2019-2020 Council Values

Council Vision Statement

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

A Vision for Brownsville

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

Tag line

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

Who we are?

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

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

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

What do we want for Brownsville?

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



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



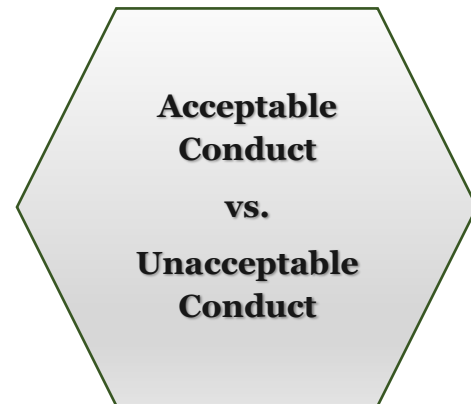
2019-2020 Council Values

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: June 2020*)

Goals 2019-2020

1. 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.*

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

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

5. Capital Improvements Plan.
 - *Develop the Framework for a Sidewalk Program. (Suspended)*
 - *Plan and Construct Downtown Wastewater Improvements.*
 - *TMDL Exploration and Implementation Elements.*
 - *Explore Kirk Avenue Paving Options. (Suspended)*
 - *Pioneer Picture Gallery Discussion.*

6. 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.

- *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.

-
- ★ The LCSO agreement was agreed to in principle after two meetings attended by Councilor Block and McDowell. The City is awaiting the final document. The next scheduled quarterly meeting is March 5th, 2020.
 - ★ McDowell and Coleman continue to push the regional agenda forward working on improving the relationship with the LCPBD. Dave Kinney is in the process of gathering data for the cities as well. McDowell plans on issuing a letter at the beginning of the year calling for certain deadlines to be met by the LCPBD. Training has occurred and was well attended by the partner cities. Cities are waiting on the IGA/UGB update and the County to move to an e-permitting system.
 - ★ Public Works Superintendent Karl Frink and McDowell continue to monitor and attend TMDL meetings.
 - ★ McDowell is working with the transitional leadership at Cascade West Council of Governments to continue the regional advocacy piece started under the guidance of Executive Director Fred Abousleman who has taken another position. McDowell is working closely with the LOC as they



are also working on outreach, relationship building and advocacy to bolster municipalities home rule status under the Oregon Constitution.

- ★ The City's rating was upgraded by Standard & Poor's.
- ★ The Coronavirus Pandemic presented unknown challenges to the budgeting process. Staff took a conservative approach to revenues. Planned expenditures were continued for the Downtown Sanitary Sewer project and other important issues. Council is aware that changes to the budget may happen throughout the course of the upcoming fiscal year and beyond. So far, the unemployment rate is mirroring what happened during 2008 – 2014. The City's taxes are stable and not dependent on sales taxes. The most impacted revenue stream will be Transient Room Tax due to closures mandated by the State of Oregon. Typically, the City collects around \$3,000.
- ★ The Coronavirus Pandemic has completely changed regional interactions that are critical for advocacy. Council will need to take a much more active role in pushing items beneficial to Brownsville's local citizenry in this upcoming long session in 2021.
- ★ The relationship with State and Federal agencies increased due to the Coronavirus Pandemic. Daily and weekly communications with the Governor's Office became the norm and President Trump and Chief Advisors held weekly call with Governors that were made public. The Worldwide Pandemic changed many things and those changes are yet to be fully understood and, in some cases, even implemented. The City successfully applied for CARES Act funding to recuperate costs associated with the pandemic.

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.

-
- ★ The City installed new, state-of-the-art meters in town.
 - ★ OWRD required the City to adopt a Water Conservation Plan. Council budgeted funding for this requirement. The new meters will also be a key tool in assisting the City toward this plan. The City has two years to submit.
 - ★ *City Water Rights Attorney Schroder Law continued an aggressive series on water rights.*

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.

2019.2020 Goals (Final)



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.

-
- ★ Council approved the IGA for the Mid-Valley Partnership. McDowell presented the IGA to several partner cities. The group will work together to develop a budget presentation based on the deliverables in the agreement.
 - ★ Planning Consultant Dave Kinney continues work on the buildable lands inventory and other requirements of DLCDC. Kinney has reported that adding residential land does not seem viable due to the existing residential inventory.
 - ★ The Coronavirus Pandemic halted all meetings and discussions. McDowell will begin scheduling face-to-face meetings soon. The City of Lebanon is already pulling back funding due to the pandemic. It will be challenging keeping the group together.

4. Community Development Plan.

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

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.

-
- ★ Council has reviewed right-of-way infringements and storage containers. Council plans to review policy options over the course of the next few months. The Planning Commission shall be included on any changes. Councilors Block, Hansen, Thompson and Neddeau have assisted Staff with policy ideas and situational reviews.
 - ★ Council is actively updating the City's Public Works Standards.
 - ★ The Emergency Preparedness Committee has had a very good year achieving their goals. The fire districts, municipalities and the school are working together on shared goals. The Committee developed a stand-alone website and placed emergency trauma kits in all local schools. The Committee has a robust plan prepared for 2020.
 - ★ Council has received a positive structural engineering report on the Central Linn Rec Center. The report concluded that the building is in good enough shape to support a renovation. McDowell formed an Ad Hoc Committee to review options, create a vision and strategies to



work on the Rec Center and the Pioneer Park Pavilion. The Committee is actively working toward goals defined by the group. Councilors Gerber, Chambers and Block along with representatives from the Central Linn School District, the Rec Center, the Park Board and the City of Halsey are participants.

- ★ McDowell has been actively working with Public Works Superintendent Karl and Alyrica in creating a fiber optic network for Brownsville. Council recently authorized a lease agreement for the main point of connection for the new system.
- ★ Alyrica is actively building out the new fiber optic system for Brownsville.
- ★ The Coronavirus Pandemic has stalled all work on the renovation plans for the Central Linn Recreation Center and Pioneer Park Pavilion efforts.
- ★ Emergency planning efforts went into high gear as the City came alongside community partners to help Sharing Hands, the local food bank, meet high demand. The Faith Community, EPC, the American Legion, the Brownsville Senior Center, the Brownsville Rural Fire District, Sherri Lemhouse and Tammi Morrow played and continue to play prominent roles in this effort. Weekly meetings have happened since the third week of March to present.
- ★ The City has actively pushed information from the State, Feds and other reliable sources using the City website and Facebook page.
- ★ Council passed an ordinance on building security and Staff finalized the installation of cameras at City Hall.
- ★ The Coronavirus Pandemic required the City to take certain measures to protect City employees from exposure to the virus while also protecting citizens and reopened June 18th, 2020.

5. Capital Improvements Plan.

- *Develop the Framework for a Sidewalk Program.*
- *Plan and Construct Downtown Wastewater Improvements.*
- *Pioneer Picture Gallery Discussion.*
- *TMDL Exploration and Implementation Elements.*
- *Explore Kirk Avenue Paving Options.*

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 explore funding and construction options for Kirk Avenue.

-
- ★ Council recently moved forward the downtown sewer project by moving funds to complete the engineering work with Dyer Partnership. Council hopes to be prepared to go out for bids early in FY 2020.2021.
 - ★ Staff continues to work on TMDL related items. Staff is in the process of completing the annual report. Staff create a webpage and information was shared publicly via the City newsletter. Staff continues to attend DEQ session pertaining to the topic.
 - ★ Council appointed Mayor Ware and Councilor Block to join McDowell in leading a discussion with the Linn County Pioneer Picnic Association regarding the condition of the Pioneer Picture Gallery.



- ★ Council appointed Councilor Block and McDowell to approach Canal Company representatives to talk about exploring partnership options. The group is actively discussing options and thoughts for future operations.
- ★ Council decided at the January 28th, 2020 meeting to table or suspend the Sidewalk Program project. Council cited the explosion in concrete prices and the burden not only to the City but to the property owners. Sidewalks are the sole responsibility of the property owner. Council also cited upcoming capital infrastructure projects that are more important to accomplish and did not want to cause further strain to the budget or Staff.
- ★ Council decided at the January 28th, 2020 meeting to table or suspend the Kirk Avenue project exploration. Council is already aware that the project would be near \$750,000 to simply repave Kirk Avenue from Main Street to Hunter Street. If the City were to install storm drainage and reconstruct the street, the cost could be over \$2,000,000. The City does not have the funds to execute this project.
- ★ Council decided at the January 28th, 2020 meeting to table or suspend further exploration on the Calapooia Riverbank reparations. McDowell will reach out to Representative Wilde to show the need and the financial burden.
- ★ Staff continues work on the Downtown Sewer project.
- ★ Staff procured the budgeted equipment as planned.
- ★ Councilor Block and McDowell met with representatives from the Linn County Pioneer Association to discuss the future of the Picture Gallery. Discussions are continuing and are expected to be in front of Council as soon as July 2020.
- ★ The TMDL plan was approved by Council and approved by the State of Oregon. The City expects widescale changes to this program due to the United States EPA rejecting the State of Oregon's TMDL plan. Council is following these developments closely.

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.

-
- ★ Council adopted a new policy handbook for elected and appointed officials.
 - ★ Council has actively worked with Staff taking closer looks at several City related items as named above in this report and continues to actively participate in key regional and local meetings, assist with policy creation and monitor communications with the general public.
 - ★ Councilors have been vigilant to check in on happenings and have consistently attended all meetings of Council.
 - ★ Council has held follow-up work sessions to talk about develop and progress of themselves and of the Council's collective goals.
 - ★ Several recent developments have led to great conversations on areas to improve as individual councilors and to work on the vital relationship with Staff.



- ★ Councilor Block has taken on a major leadership role working with the Linn County Sheriff's Office on the regional law enforcement agreement. Block has worked with the Association on future options for the Picture Gallery and he has been instrumental in successful discussions with the Brownsville Canal Company.
- ★ Councilor Gerber has been integrally involved with the Facilities Review Committee and the Ad Hoc Committee working on Rec Center and Pavilion planning. Gerber also worked with Hansen on a neighborhood facilitation. Gerber provides key input and observances.
- ★ Council Hansen has increased his presence in City Hall and has provided much support and guidance on a variety of issues facing the City. Hansen continues to explore ways to build and solidify organizational culture and strength.
- ★ Councilor Thompson and Councilor Neddeau have worked on several specific policy reviews. Thompson and Neddeau both stay abreast of issues and have provided key insights on community issues. Thompson plans to work with McDowell on developing a plan to foster development and build capacity with Council.
- ★ Councilor Chambers has been a part of several discussions on community issues. Chambers continues to be a positive force for collaboration and cooperation between and among citizens.
- ★ Mayor Ware continues to be a daily presence at City Hall helping on every kind of issue. Ware's advice and guidance propel the City forward weekly. Ware has supported Staff by answering phones and greeting visitors not only at City Hall, but the Library as well. Ware serves as an ambassador to nearly all local non-profit organizations, and in most cases plays a key role in their operations such as the Chamber and the Central Linn Community Foundation. Ware's connections have been key in helping the City's effectiveness during the emergency response to the pandemic.

S. Scott McDowell

From: V.C. Bestor <director@fangedwilds.org>
Sent: Saturday, July 18, 2020 6:17 AM
To: S. Scott McDowell
Subject: Re: Brownsville, OR | Yards & Mowing

Yes please do consider my proposition for appeal to the council since I want to be on record as allowed to leave tall decorative tufts of plantago and other "weeds."

Thanks so much.
Have a fun garage-sale day!

Veronica Christie

V.C. Bestor
Director,
[Fanged Wilds and Women Program](#)

On Friday, July 17, 2020, 3:00:27 PM PDT, S. Scott McDowell <admin@ci.brownsville.or.us> wrote:

Good Afternoon Veronica,

I hope you are doing well!

I received your letter. I have had a chance to review your property. Everything looks good to me except the west yard according to the ordinance. The City has the ordinance for fire protection purposes.

I can also take your letter to Council as an appeal. If you would like me to do that, you may want to send a few reasons why. I can share your website if you would like.

Please let me know. Thank you!



S. Scott McDowell
255 N. Main Street
Brownsville, OR 97327
541.466.5880
541.466.5118
www.ci.brownsville.or.us

Veronica Christie, L. Ac, M.Ac.O.O.M.

936 Kirk Avenue
Brownsville OR 97327

To:

S. Scott McDowell
and City Council
255 N. Main Street
Brownsville, OR 97327

6/25/2020

RECEIVED
City of Brownsville
JUN 26 2020

Clerk _____

Re: Protest 8.30.060 133S02W31DA01400
Dear S.S. McDowell et al,

I've received a notice to abate and wonder if anyone can send me a list of which vegetation is specified as 'noxious' per 8.30.060 133S02W31DA01400.

For instance, is St. John's Wort? Even dandelions are medicinal so municipal specifications may render ludicrous licensed herbalists like me, as of course you understand. I'm particularly concerned about Che Qian Zi.

My property doesn't present a vision hazard.

As discussed in our email exchange last year, I'm developing a native heritage meadow as befits my historical 1800s saloon. Of course folks who don't care about nature may be surprised that grasslands are an essential carbon sink to counter climate change. My charity FangedWilds.org sponsors the effort to use my property as testament to that concern.

God's people will be raptured but those left behind may appreciate the Monsanto-free nurturing of my property that takes years of painstaking work to establish as relatively self-sustaining.

Can any consideration be granted to my property for enhancing the historical nature of the Brownsville Boomerang Saloon? Or shall I burn it all down for Antifa?

Thanks so much for your careful attention,

Veronica Christ

CC: City Council

Veronika Christia
936 Kirk Ave
Brownsville, OR 97327

RECEIVED
City of Brownsville

JUN 26 2020

mm

Clerk _____

*City Administrator
Brownsville*

6/26/20 - she ^{is} refused "to sign

IN-

Did not

have "time"!

~~6:55~~ am



Capital Projects

May 2019

Revised: July 2020

Proposed revision is in red.

1. Water System

- a. **Water Treatment Plant (2024)** – Council is planning on major upgrades at the Water Treatment Plant which will ensure water capacity for the next thirty years, replace the existing 250,000 gallon water reservoir with a 1.2 M gallon reservoir and will replace key water lines including Main Street, Blakely Avenue and N. Oak Street.
- b. **Distribution Needs** – Bishop Way, Holloway Heights and Wilson Street lines. Total cost projection is \$480,000 - \$520,000.
- c. **Water Filters** – All three water filters will need to be redone in the future. Each filter is project to cost between \$60,000 - \$80,000,
- d. **New Telemetry** – Management budgeted for telemetry upgrades for the Water Treatment Plant due to antiquated equipment. Projected cost is \$30,000.
- e. **Computer Upgrades** – Monitoring and operational computers may need upgraded in the next 2 to 4 years. Projected cost is \$25,000 - \$45,000.
- f. **Emergency Supply** – Management is reviewing generators and other measures to supply water in the event of a community emergency. Projected costs to be determined.

2. Sewer System

- a. **Downtown Sewer Collections** – Management has provided a plan which has been adopted by Council for the replacement of these critical collection lines. Projected cost is \$600,000.
- b. **Seven Mile Lane/Depot Avenue** – Council has made provisions to include public financing for the sanitary sewer upgrade required by the River's Edge Development and as specified by official agreement.

3. Street

- a. **Kirk Avenue** – Pavement is in poor to critical condition. Council considered a major infrastructure project that would include proper drainage, sidewalks and curbs & gutter. The project totaled over \$2.2 M. Pavement only is projected to be \$700,000. Council is currently considering options for this project

- b. **Other Areas** – Management has identified several streets for grind and pave along with areas that must be crack sealed.

4. General Land & Buildings

- a. **Central Linn Recreation Center** – Council formed the Facilities Review Committee who made recommendations about this and other park facilities. Council formed an ad hoc committee to review the details and report back to Council. Projected repair costs that would extend the useful life of the building are \$800,000 to \$1.4 M.
- b. **Pioneer Park** – The Pioneer Park Pavilion is projected to cost between \$400,000 and \$600,000 to replace. Other buildings such as the Community Arts Building, the Flower Buildings and the Stage are also under review.
- c. **Calapooia Riverbank Erosion** – Council has committed to retreating from the Calapooia River due to the costs associated with repairing the riverbank. Army Corps of Engineers projected the cost to properly fix the riverbank at \$1.4 M.
- d. **Pioneer Picture Gallery** – Council will be reviewing the condition of this structure with the Linn County Pioneer Picnic Association. Repairs are not likely due to the condition of the structure.
- e. **Public Works Shop** – Future consideration for an improved City Shop have been considered.
- f. **Cemetery Expansion** – The current cemetery is near capacity. Council has reviewed future expansion.

Council Meeting
Tuesday, July 28th, 2020
Location: Teleconference

Large Document for Council Consideration

New FY 2020.2021 Master Checklist (TTDL)

<https://www.ci.brownsville.or.us/citycouncil>

Please contact City Hall and ask for Administrative Assistant Tammi Morrow or City Administrator Scott McDowell if you would like a hard copy of this document.



S. Scott McDowell

From: S. Scott McDowell <admin@ci.brownsville.or.us>
Sent: Monday, July 13, 2020 8:35 AM
To: 'Melissa Haendel'
Cc: 'carlawgerber@gmail.com'
Subject: RE: What can we do to help Brownsvillians with covid safety?

Good Morning Melissa,

I will forward your message to Council.

I can say that trying to make mask wearing a 'non-political' issue is nothing short of a miracle given the media coverage and official response to this pandemic.

The State of Oregon is spending a lot of money on messaging which compels some to rebel. It is a tough issue for a number of reasons.

I do appreciate your concern and will be in touch. Thank you!



S. Scott McDowell
255 N. Main Street
Brownsville, OR 97327
541.466.5880
541.466.5118
www.ci.brownsville.or.us

From: Melissa Haendel <melissa@tislab.org>
Sent: Sunday, July 12, 2020 10:54 AM
To: amin@ci.brownsville.or.us
Cc: carlawgerber@gmail.com
Subject: What can we do to help Brownsvillians with covid safety?

Hi Scott,

I'm not sure if you remember or know me; I've lived here in Brownsville for 20+ years. I'm a scientist, I work on health data. Things are still looking better in Oregon for COVID-19 than other places, but if we don't do something soon it might not stay that way.

I had written a letter to the editor of the Brownsville times this past week (please see the paper for my letter) about how important it was for Brownsvillians to wear a mask and continue to practice social distancing. However, I am concerned that this is simply not enough. I'd like to ask the city council for help.

In going about my business around town, I have noted that despite the state mandate, there are still very few people wearing masks in town other than shop purveyors. We were berated in one store for wearing a mask by the owner of another Brownsville commercial entity. The purveyors do not feel empowered to make people in their businesses wear one, perhaps because there is too much stigma or social pressure not to wear one. Those that care are no longer comfortable going into our businesses. These are exactly not the responses that we want.

Brownsville has a choice - to be a place where everyone works together and fights this and keeps our incidence low, or where some of us don't and therefore we will become a hotspot and we will see deaths.

We need to figure out how to message this to our citizens in a non-political manner. The same people not wearing a mask will wear a seatbelt and brush their teeth for their own health and safety because science has told them it will help them. But then they won't wear a mask to protect their friends and family? How can we change this impression? We can't do it for the nation nor our state, but we CAN do it for our community and the data tells us that it WILL make a difference in the number of deaths and illnesses that we see here in Brownsville.

Please let me know what I can do and how to best assist the council in improving our situation here in Brownsville. Time is of the essence.

Best,
Melissa

Melissa Haendel, PhD
Director of Translational Data Science, Oregon State University
Director of the Center for Data to Health, Oregon Health & Science University

melissa@tislalab.org
503-407-5970
www.monarchinitiative.org

Appointments:
Brandon White
admin@tislalab.org

IDEAS

The Dudes Who Won't Wear Masks

Face coverings are a powerful tool, but health authorities can't simply ignore the reasons some people refuse to use them.

JUNE 23, 2020

Julia Marcus

Epidemiologist and professor at Harvard Medical School



THE ATLANTIC

Last week, the former Major League Baseball player Aubrey Huff announced on Twitter that he was no longer going to wear a mask inside any business. “It’s unconstitutional to enforce,” he wrote. “Let’s make this bullshit stop now! Who’s with me?” In a video that went viral the following day, he said his critics had tried to shame him for “threatening the lives of millions of innocent people” and insisted that he considered dying from the coronavirus preferable to “wearing a damn mask.”

Thousands of people responded to Huff. Many called him a social disgrace for disrespecting his community, abdicating his civic duty, and putting Grandma at

risk. The anger toward mask naysayers is understandable, and shaming can feel relieving in the moment. Yet those responses did nothing to persuade Huff to wear a mask. Instead, they played right into his notions about the finger-wagging, “elitist” public-health experts who want to take away the freedoms of ordinary Americans.

During a health crisis, some people quickly accommodate a major shift in behavioral norms. But long-standing habits—such as not wearing a mask to the grocery store—are difficult to break, and until recently few American adults have been called upon to do so. Some have, though, and the parallels are instructive.

Americans are figuring out how to live with a deadly new virus now, just as gay men did in the early years of AIDS. Abstinence from sex wasn't sustainable, and condoms became a ticket to greater sexual freedom. Likewise, Americans can't abstain from human interaction forever, and widespread masking may be a ticket to more social and economic freedom. But trying to shame people into wearing condoms didn't work—and it won't work for masks either.

The public-health messaging around masks during the coronavirus pandemic has been muddled and confusing. The federal government recommended against face coverings for the public in March, with some public-health officials positing that they may even cause more harm than good. But a growing body of science, including evidence that people can transmit the virus when they don't have symptoms, indicates that masks are an important tool for mitigating coronavirus transmission, especially in combination with physical distancing, hand hygiene, and other preventive strategies. Indeed, public-health concerns may justify mask mandates in some settings, including indoor spaces where many people gather for extended periods of time. But mandates have major downsides: Any enforcement is likely to disproportionately affect communities that are already marginalized, and some Americans—including some elected leaders in states facing serious coronavirus outbreaks—believe that requiring people to wear masks is an infringement on civil liberties. In practice, if Americans are going to mask up, public-health officials will have to cajole, not compel.

This will not be easy. When the president mocks mask wearers for appearing weak and sees face coverings as a political statement against him, it's no surprise that some Americans are loudly declining to wear them. Mask refusers are more likely to

be politically conservative, an ominous trend when new coronavirus cases and hospitalizations are increasing steeply in some red states—the very states where mask mandates are least likely to be adopted. As one research team noted, men are especially likely to opt out of wearing masks, believing them to be “shameful,” “a sign of weakness,” and “not cool”—even though men are at higher risk than women of dying from coronavirus infection. A similar pattern has emerged during prior pandemics and across other areas of health: Men—especially those who endorse traditional masculine gender norms—have been less likely than women to engage in protective health behaviors.

But even macho men like Huff, whose Twitter bio declares, “I support Toxic Masculinity,” aren’t immune to public-health advice: In his video, he appears to be wearing a seatbelt. Yet unlike a seatbelt, which directly benefits the user, masks primarily protect everyone else, particularly people who are older or have underlying health conditions that make them vulnerable to the coronavirus. Huff seems to understand this; he just thinks those people should “stay the fuck home.” As Representative Tom Rice, a South Carolina Republican, told The Wall Street Journal after refusing to wear a mask on the House floor and contracting the coronavirus, “A mask doesn’t really protect you as much as it protects other people. I don’t think it would have made much of a difference.” The message seems to have gotten across that masks are mainly about protecting others; these men are simply choosing not to do so.

Still, trying to shame people into healthier behavior generally doesn’t work—and actually can make things worse.

Public-health professionals have learned this lesson before. In 1987, Congress banned the use of federal funds for HIV-prevention campaigns that might “promote or encourage, directly or indirectly, homosexual activities.” As a result, public-health campaigns avoided sex-positive imagery and messaging, and instead associated condom use with virtue and condomless sex with irresponsibility, disease, and death. According to one particularly foreboding poster, which featured an image of a gravestone: “A bad reputation isn’t all you can get from sleeping around.” But those moralistic, fear-mongering health messages often fell flat. Other HIV-prevention campaigns began to adopt a harm-reduction approach, which empathizes with people’s basic human needs and offers them strategies to limit potential dangers. For some men, condoms got in the way of what they valued

most about sex: pleasure and intimacy. Not surprisingly, HIV-prevention campaigns that put pleasure and intimacy at the center of their safer-sex messaging tended to work.

Summoning compassion for people who have a hard time wearing masks, or even the people who flat-out object to them, isn't such a tall order. Many Americans genuinely want to keep their community safe, and recognize that masks reduce the risk of coronavirus transmission. But just like the well-intended condom on the nightstand that never makes it out of its wrapper, some masks don't make it onto someone's face—often for relatable reasons. And while ideologues who entirely eschew masks will be less persuadable, people who support the use of masks may find shared ground with them. Lamenting the way that face coverings impede social interactions with the cashiers ringing up his groceries, Huff says, “The two ladies that were checking me out were wearing these masks. And I love to make people like that smile and laugh and have a great conversation. You couldn't even see the wrinkles in their eyes with their smiles. They looked so beat-down and run-down.”

Let's be real: Americans *are* beat-down and run-down after months of loss and social isolation. Masks do keep people from seeing facial expressions and hearing voices clearly, both vital elements of social connection. Masks don't deprive people of oxygen, but they do make it harder to breathe freely. They fog up people's glasses. They make noses itch and faces sweat. Many masks feel decidedly uncool. They are yet another thing to remember when walking out the front door. And, most of all, masks are a constant reminder of what Americans so desperately want to forget: that despite all of our sacrifices, the pandemic hasn't gone anywhere.

Empathy has its own kind of power. Acknowledging what people dislike about a public-health strategy enables a connection with them rather than alienating them further. And when the barriers are understood, they become addressable. When it became clear that people needed better condoms, companies began making them in all different shapes, sizes, and styles—ribbed, studded, impossibly thin, even glow-in-the-dark—to improve comfort, sensation, and people's sense of individuality. Likewise, the government needs to support businesses in developing masks that are not only effective, but also fit well and feel good. People need a range of options, including face shields, that can help meet their personal needs and preferences. And people need face coverings that make them feel stylish, cool, and—yes—even manly.

When the public-health community talks about harm reduction, we often talk of “meeting people where they are.” A fundamental part of that is, well, literally meeting people where they are. Just like the buckets of free condoms stationed in gay bars, masks need to be dispensed where they’re needed most: at the front of every bus and the entrance to every airport, grocery store, and workplace. Masks should become ubiquitous, but distribution should begin in areas where the coronavirus has hit hardest, including black and Latino neighborhoods. (That black men who wear masks may be at heightened risk of violence is one more grim illustration of why combatting racism is inextricable from public health.) What matters most is that people choose to wear a mask when they are indoors or in close proximity to others—and that choice needs to be rendered as effortless as possible.

The decision of whether to wear a mask is a far more visible one than the decision of whether to wear a condom, making an individual’s choice to go without an easy target for scorn. But trying to shame people into wearing masks will only cement their resistance—and perhaps even drive them to socialize behind closed doors, where being unmasked is higher risk. Public health works best when it recognizes and supports people’s needs and desires without judgment. If Americans do this right, Huff might even find that his wearing a mask is the very thing that makes those checkout ladies smile.

We want to hear what you think about this article. Submit a letter to the editor or write to letters@theatlantic.com.



www.ci.brownsville.or.us

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

July 17th, 2020

Mr. & Mrs. Scott Bartley
 340 E. Blakely Avenue
 Brownsville, OR 97327

Re: Goats

Dear Scott & Marissa,

It has been recently brought to the City's attention that you have penned goats on your property. The Brownsville Municipal Code does not allow goats on less than an acre of land. Below is an excerpt from Code for your reference. Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "S. Scott McDowell".

S. Scott McDowell
 City Administrator

c: File

Brownsville Municipal Code

6.10.060 Farm animals.

A. Permitted.

1. Fowl, poultry and rabbits must be properly penned and/or contained and are allowed within the City limits.
2. Minimum acreage for farm animals shall be one acre for each horse, mule, donkey, bovine, llama, alpaca or goat.
3. Sheep shall be an administrative review.
4. Bees shall be an administrative review.
5. Roosters shall be an administrative review.

B. Prohibitions.

1. Peacocks are not permitted in City limits.
2. Swine/pigs are not permitted in City limits.
3. Exotic animals are not permitted outdoors in City limits. [Ord. 775, 2018.]



www.ci.brownsville.or.us

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

July 17th, 2020

Mr. Jim Hagan
604 Calapooia Avenue
Brownsville, OR 97327
541.570.8561

Re: Calapooia Avenue Improvement

Dear Jim,

The City has had the opportunity to meet with you on several occasions to review your request to build a concrete apron or asphalt pad on the west side of your garage located on Calapooia Avenue. The City understands that you inherited the garage and the current situation. Staff has also explained that the City is unable to vacate the right-of-way due to the stormwater utility.

I have had the opportunity to review your idea and situation with the City Attorney and the City Engineer. Public Works Superintendent Karl Frink and I have also discussed multiple options regarding your request.

Ultimately, the City cannot approve such an improvement request due to the precedence that it would set for the entire City. Council has been committed to keeping private property off public property since 2010.

One alternative is to do a partial street improvement, but the costs would be tremendous to do such an improvement. We hope you will find an alternative that will work for you.

Regretfully,

A handwritten signature in blue ink that reads "S. Scott McDowell".

S. Scott McDowell
City Administrator

A handwritten signature in blue ink that reads "Karl Frink".

Karl Frink
Public Works Superintendent

c: Council
File

S. Scott McDowell

From: Sharing Hands <sharinghands@peak.org>
Sent: Tuesday, June 30, 2020 1:23 PM
To: Scott McDowell; Tammi Morrow; Sherri Lemhouse
Subject: Meeting today

Hey guys.... thankful for all the help you have given. But, thinking it is time for me to back off meetings due to work load.

My continued begging for help is not happening.

No donations, financial, food and few volunteers showing or signing up.

I also, have numerous reports that MUST be sent into the government and United Way in just a week. And, not time to do them.

Today Pastor Kelly came to the rescue with her teens from the Assembly of God. And, a couple young neighbors. We were able to get the truck unloaded and put away.. I have one more delivery here in a few.

Again,I thank you all. Not sure at this point if the Food Bank can stay open. Don is positive but he can not do it alone.

The Thrift Store is doing fairly well but I am low on people there also. So there you have it. Just what we all feared would happen.

Again, I am thankful for everyone that has stepped up to help for these last 4 months.
Thanks a million
deb

*** Don Ware is being positive. As he is offering to work extra.

STATE OF OREGON REMITTANCE ADVICE

TO SIGN UP FOR DIRECT DEPOSIT PAYMENT SERVICE AND RECEIVE CONVENIENT, ELECTRONIC PAYMENTS, LOG IN TO HTTP://WWW.OREGON.GOV/DAS/EGS/FBS/SFMS/PAGES/ACH.ASPX ON THE INTERNET. CLICK ON FORMS AND BROCHURES. THEN SELECT DIRECT DEPOSIT (ACH) AUTHORIZATION FORM.

WARRANT NO.
125791880

DEPT OF ADMINISTRATIVE SERVICES

(503) 373-0316

INVOICE NO.	INVOICE DATE	INVOICE DESCRIPTION	AGY	DOCUMENT	AMOUNT
1044		06/20 CRF GRANT	107	VP425755	\$26,174.00

VENDOR NAME	ISSUE DATE	WARRANT AMOUNT
CITY OF BROWNSVILLE	06/23/20	\$26,174.00

RECEIVED
City of Brownsville
JUN 26 2020
Clerk _____

FOLD ON PERFORATION LINE BELOW BEFORE DETACHING.

STATE OF OREGON
503-373-0316
DEPT OF ADMINISTRATIVE SERVICES
SHARED FINANCIAL SERVICES-ACCOUNTING
155 COTTAGE ST NE
SALEM OR 97301-3963

TO THE STATE TREASURER SALEM, OREGON
PAYABLE THROUGH US BANK

96-10
1232
CHECK DATE
06/23/20



WARRANT NO.
125791880

PAY THIS AMOUNT
\$26174.00

TWENTY SIX THOUSAND ONE HUNDRED SEVENTY FOUR AND 00/100 DOLLARS
PAY TO THE ORDER OF:

VOID 2 YEARS AFTER DATE ISSUED

CITY OF BROWNSVILLE
PO BOX 188
BROWNSVILLE OR 97327-0188

AUTHORIZED SIGNATURE

125791880 123200101 10501

Scott - FYI ☺

Other bills of note to Justice Courts that passed:

1. **SB 1601 (relating to transportation): Included a moratorium on certain traffic offenses March 1-December 31.** A police officer may not issue a citation for a traffic offense based upon a document or credential that expired or a document that was not submitted to the department during this period for the following offenses listed below. **If a police officer issues a citation for a violation listed below, the court shall dismiss the charge.**
 1. Unlawful parking in a space reserved for persons with disabilities under ORS 811.615. Only applies to individuals who displayed a disabled parking permit at the time of offense but the permit expired during the moratorium period
 2. Operating a vehicle without driving privileges under ORS 807.010
 3. Failure to register a vehicle under ORS 803.300
 4. Failure to pay the appropriate registration fee under ORS 803.315
 5. Permitting unlawful operation of an unregistered vehicle under ORS 803.320
 6. Purchase and use of an out of state registered vehicle by a resident under ORS 803.325
 7. Failure to surrender out of state registration under ORS 803.380
 8. Failure to submit a declaration of weight under ORS 803.440
 9. Failure to renew vehicle registration under ORS 803.455
 10. Improper display of validating stickers under ORS 803.560
 11. Failure of a person to hold a trip permit when required under ORS 803.600 (10)
2. **HB 4213 (relating to evictions): Prohibits during emergency period (April 1 to September 30, 2020) and grace period (through March 31, 2021) residential and commercial evictions for nonpayment during emergency period. Tolls statute of limitations for claims for residential nonpayment during emergency period and grace period. Prohibits residential evictions without cause during emergency period.**
3. **HB 4201 (relating to use of force by police officers): Establishes Joint Committee on Transparent Policing and Use of Force Reform. Directs committee to examine policies related to use of force and transparency in policing and recommended legislation to committees of Legislative Assembly related to judiciary on or before December 31, 2020.**
4. **HB 4203 (relating to use of force by police officers): Provides that peace officer may not use force that impedes normal breathing or circulation of blood of another person by applying pressure on throat or neck, unless peace officer may use deadly physical force. Directs DPSST to adopt rules prohibiting training of police officers to use force as describe above.**
5. **HB 4204 (relating to strategies to protect Oregonians from the effects of the COVID-19 pandemic): Requires lenders to defer payments if lender and borrower do not otherwise agree on loan mitigation, deferral or other foreclosure avoidance measure and permits borrower to pay deferred amounts at end of loan term. Requires courts to dismiss foreclosure proceedings brought during emergency period without prejudice. Prohibits lenders from collecting various fees, penalties, and charges during emergency period.**
6. **HB 4205 (relating to duties of police officers regarding prohibited behavior): Requires police officer to intervene to prevent or stop another officer engaged in certain misconduct. Requires police officer who witnesses another officer engaged in certain misconduct to report misconduct to supervisor within 72 hours after witnessing misconduct.**
7. **HB 4207 (relating to records of discipline of police officers): Directs DPSST to establish public statewide online database of suspensions and revocations of certifications of police officers**
8. **HB 4208 (relating to the use of tolls by law enforcement agencies): Prohibits law enforcement agencies from using tear gase for purposes of crowd control except in circumstances constituting riot.**

 Patrick Sieng
 Sieng Enterprises LLC
 5434 River Rd N #371, Keizer OR 97303
 503-799-8280
patrick@siengenterprises.us
www.siengenterprises.us

Regional Accelerator & Innovation Network

Invoice

carolineineugene@gmail.com



BILL TO
S. Scott McDowell City of Brownsville 255 N. Main Street Brownsville, OR 97327

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1075	07/22/2020	\$3,663.32	08/21/2020	Net 30	

ACTIVITY	QTY	RATE	AMOUNT
Rural Economic Development Support - Brownsville Additional Funding for Rural Entrepreneurial Development Program (July 2020 – June 2021)	1	3,663.32	3,663.32

Please send payment to:
Oregon RAIN
PO Box 1564
Eugene, OR 97440

BALANCE DUE

\$3,663.32

News Release

Oregon Parks and Recreation Department

FOR IMMEDIATE RELEASE

July 17, 2020, corrected July 20, 2020



Media Contact

Chris Havel
Associate Director
503-931-2590 or chris.havel@oregon.gov

Ian P. Johnson
Associate Deputy State Historic Preservation Officer
503-986-0678 or ian.johnson@oregon.gov

CORRECTION to 7/17/20 news release: The National Register listing does not place any restrictions on a property at the **federal** level, unless property owners choose to participate in tax benefit or grant programs.

Public comment period opens for updates to state rules for National Register Program

Oregon Parks and Recreation Department (OPRD) is accepting public comments on proposed changes to rules governing how the state protects important historical places.

The state is proposing updates to the Oregon Administrative Rules that govern how the state administers the federal National Register of Historic Places Program, which lists buildings, districts and other sites important to local, state or national history. The Oregon State Historic Preservation Office (SHPO) — an office of OPRD — administers the local program, which is run by the National Park Service.

In the last several years, several high-profile, controversial nominations exposed problems with the National Register process, including determining owner consent and public involvement. Proposed changes seek to establish a fair and transparent process in alignment with federal requirements.

“We’re moving to fix those issues and refine the state rules to work better for Oregonians,” said Ian Johnson, associate deputy state historic preservation officer.

OPRD developed draft rules with the help of a committee of appointed members from state, county and local governments; preservation and natural resource organizations; and citizens with an interest in the National Register program.

OPRD will accept public comments on the proposed changes through 5 p.m. August 14, 2020. Comments can be made online, in writing or via email:

- Online: oregon.gov/oprd/PRP/Pages/PRP-rulemaking.aspx

- In writing: Oregon Parks and Recreation Department, attn. Katie Gauthier, 725 Summer St NE, Suite C, Salem OR 97301
- Email: OPRD.publiccomment@oregon.gov
- Via video or telephone in one of three virtual public hearings:
 - July 23 at 2 p.m. and 7 p.m.
 - July 28 at 7 p.m.
 - Information on registering to provide comments during the public hearing will be available at: oregon.gov/oprd/PRP/Pages/PRP-rulemaking.aspx.

After reviewing public comments, OPRD staff plan to present a final recommended rule for consideration to the Oregon State Parks and Recreation Commission.

The full text of the proposed change is available online: oregon.gov/oprd/PRP/Pages/PRP-rulemaking.aspx

Properties listed in the National Register are:

- Recognized as significant to the nation, state or community;
- Considered in the planning of federal or federally assisted projects;
- Eligible for federal and state tax benefits;
- Eligible for historic preservation grants when funds are available;
- Eligible for leniency in meeting certain building code requirements.

National Register listing does not place any restrictions on a property at the federal level, unless property owners choose to participate in tax benefit or grant programs.

Learn more about the National Register of Historic Places program in Oregon at oregon.gov/oprd/OH/pages/national-register.aspx



Key Details

What:

We are installing rumble strips throughout the Willamette Valley and northwest Oregon.

Rumble strips are grooves in the pavement that create vibration and sound to alert drivers when they are leaving their lane. This safety measure can reduce crashes caused by lane departures by 20%, making them a successful and low-cost option.

When:

Construction begins soon! Work will be done day and night. We will update TripCheck.com weekly with location information as the project progresses.

Additional Project Information:

Visit the project webpage at www.oregon.gov/ODOT/projects and type **19692** into the search field.

Do you have questions? Email us at:

Region2Comms@odot.state.or.us

What You Can Expect:

During construction there will be localized noise as the rumble strips are ground into the pavement by machinery.

Access to highways will not be affected. Motorists should however anticipate temporary lane closures with flaggers controlling traffic, creating short delays.

This information can be made available in alternate format on request by calling 503-373-7093 or via the Oregon Telecommunications Relay System: 7-1-1 or email: ODOTeeo@ODOT.state.or.us.

Access for pedestrians, including those with disabilities, will be available through or around the work zones.

S. Scott McDowell

From: jason.richards@alyrica.net
Sent: Thursday, June 25, 2020 5:27 PM
To: 'S. Scott McDowell'
Cc: 'Josh Kvidt'
Subject: From Jason at Alyrica

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Scott!

Just wanted to reach out to you about the Oregon Broadband Capacity Program. It sounds like you are already in the know about it and we are putting together an application for the Brownsville Project whereby we are asking for funding from this program that would allow us to bring fiber to the harder to reach areas that are in phase 3.

Josh Kvidt (our CFO) was asking if we could get a letter of recommendation and an explanation of the actual need; not what the broadband maps are saying. According to the FCC maps and the Oregon Broadband Map, Brownsville is not considered underserved.

We are hopeful that this funding would allow us to bring fiber into the additional phases and be able to do so faster.

Thanks Scott!

Jason

Thank you

Dear City of Brownsville,
Thank you so much for
hosting the Central Linn Class
of 2020 senior signs and
the Graduation Garden sign.
We have received a number
of comments from people
walking in Brownsville or
driving by on how much
they enjoy seeing them.

Heidi Homayser
Principal CLHS

Lauri Archer
Secretary CLHS

Joey Running
(volunteer)



WORKING TOGETHER FOR MEMBERS SINCE 1981

June 2020

CIS EXCLUDES COMMUNICABLE DISEASE

ADDS \$100,000 DEFENSE COVERAGE FOR CORONAVIRUS CLAIMS

Undoubtably, you're watching the insurance marketplace as it scrambles to clarify that communicable diseases are excluded from general liability policies. CIS' reinsurers have implemented such exclusions and require that we do the same.

To be clear, the CIS General and Auto Liability Coverage Agreement already excluded pathogens, which includes viruses — such as COVID-19 — and other microorganisms.

During the June CIS Board Meeting, the Board adopted a communicable disease exclusion — responding to our reinsurer's requirement. However, the Board also added \$100,000 of communicable-disease defense coverage for COVID-19-related claims.

Offering limited defense coverage for communicable disease claims is one more benefit of participating in a member pool. It's also a benefit that commercial insurance would not provide.

At CIS, we only exist to serve members. Below is the added new language.

5. EXCLUSIONS

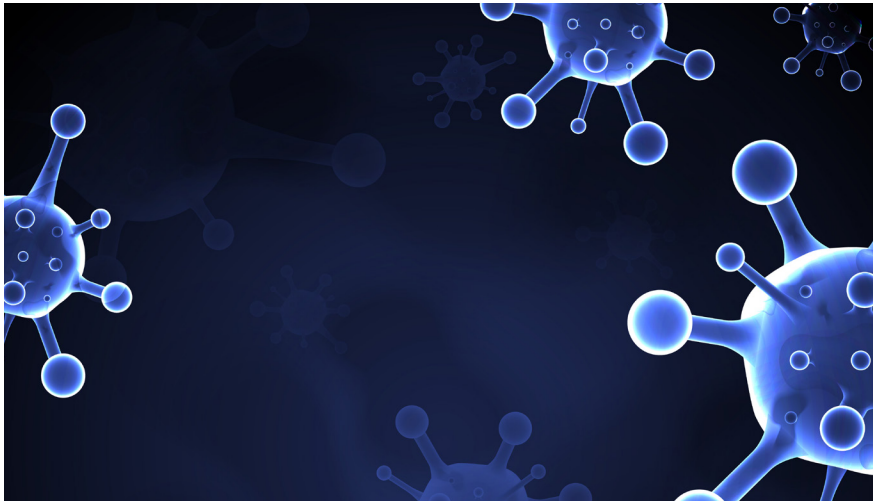
CC. Communicable Disease — Any liability, loss, damage, injury, cost, or expense of any kind whatsoever caused by, arising out of, related to, or resulting from, directly or indirectly, in whole or in any part:

- a. Any pathogen, virus, bacteria, parasite, or other microorganism; or
- b. Any action or inaction of any insured, or Party acting or failing to act on behalf of any insured, any action or

Continued on back



Agent Exclusive



We're here to help. Visit our coronavirus page at cisoregon.org/COVID19 to access sample coronavirus-related policies, worksheets, best practices, public safety resources, and answers to your insurance-related questions.

Continued from front

order of a governmental representative, authority or agency undertaken to control, prevent, suppress, mitigate, test for, monitor, treat or remediate the actual, suspected, or anticipated presence, existence or transmission of any pathogen, virus, parasite, bacteria or other microorganism; that actually or allegedly induces or is capable of inducing symptoms, physical distress, mental anguish, illness or disease.

Limited Communicable Disease Coverage. Notwithstanding this exclusion, the Trust will pay, up to a per member lifetime maximum of \$100,000, and subject to a pool lifetime aggregate of \$5,000,000, legal costs necessarily incurred in defense of the member in claims or lawsuits against the member alleging covered claims. The Limited Communicable Disease Coverage is not stackable and cannot be used in conjunction with Section 11. Limited Pollution Liability Coverage.

For a summary of CIS coverages for coronavirus claims and risk management recommendations, visit the [CIS website](#).

Please contact me if you have questions,

Scott Moss
503-763-3840
smoss@cisoregon.org





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Get resources for cities formulating their response to COVID-19 (Coronavirus) >

(<https://www.orcities.org/resources/reference/coronavirus-resources>)

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> *LOC Bulletin* (<https://www.orcities.org/resources/communications/bulletin>) > **Special Session Summary**

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Special Session #1 Summary: 25 Bills Passed by Legislature

Oregon's first special session of 2020 ended at 7:09 p.m. on Friday, June 26. While the state has held special sessions in the past, none compare to the scope, urgency or purpose behind the governor's call for this one. There has been international focus on a response to the COVID-19 pandemic as well as in Oregon, but the catalysts for calling this special session was Oregon's response to the tragic death of George Floyd, police brutality, and racial injustice in America. A package of six bills related to police reform was identified as a priority of the Legislature, and all of them passed with overwhelming support. In addition, a new Special Committee on Transparent Policing will be handling elements of the police reform legislation that passed.

For the LOC, one of the key objectives for our legislative efforts was police arbitration, which was covered in SB 1604. The LOC has been supportive of changes for added accountability in policing for years. We were also supporting legislation that provides relief from public meetings, which was included in HB 4212. Finally, establishing a permanent funding source for broadband expansion remained an important priority, and SB 1603 provided the culmination of persistent work from LOC staff, an expanded partnership, and hard work from Rep. Pam Marsh.

The summary below represents the full list of 25 bills that passed during the special session. Those bills with the (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>) icon were of primary focus for the LOC's lobby team.

Police Reform Package:

- SB 1604** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>) - establishes a discipline matrix or guide a mandatory subject of collective bargaining, meaning the topic cannot be refused by one party in a labor negotiation. Once such a guide or matrix is in a contract, an arbitrator could not override discipline imposed by


a police chief that's in accordance with the agreed upon guide. Passed the Senate (26-0-4), House (57-0-3);

- **HB 4201** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4201>) - creates a Joint Committee on Transparent Policing and Use of Force Reform that will report back to the Legislature in 2021 with recommendations on police transparency and use of force. It is anticipated that much of the work of this committee will be to reform instances of deadly force and force that results in serious physical injury. Passed the House (55-2-3), Senate (25-1-4);
- **HB 4203** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4203>) - limits the instances when a choke hold or other physical tactics that restrict the air and blood flow in the neck can be used to instances in which deadly force is authorized under existing law. The practice will be banned as a means of securing custody or control of an individual. Passed the House (52-5-3), Senate (25-1-4);
- **HB 4205** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4205>) - requires that all police and reserve officers must intervene in instances of excessive force and other serious misconduct and report that misconduct to a supervisor. Passed the House (55-2-3), Senate (26-0-4);
- **HB 4207** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4207>) - creates an online database of officers who have had actions taken against their police certifications and requires police agencies to keep the personnel records of police officers for 10 years and provide those records to any agency seeking to hire a police officer who works for has worked for them. A city would also have immunity from civil action for releasing that information. Passed the House (54-3-3), Senate (26-1-3).
- **HB 4208** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4208>) - bans the use of projectile fired tear gas or other irritants to disperse public disturbances, but allows their use during a declared riot. Aerosol sprayers, such as the containers an officer carries on their belt and which must be used in close proximity, are not addressed in the bill. Passed the House (53-4-3), Senate (25-2-3).


Liability Protection:


The Legislature had been poised to take up liability protection that would have protected cities and other entities that comply with guidance given by the governor's executive orders and the Oregon Health Authority for claims resulting from COVID-19. Instead, the presiding officers sent that issue to a workgroup with the hope that it will be taken up in the next special session. Given this protection will not be provided now, cities should be in regular contact with their attorneys and CIS risk managers when implementing their re-opening plans. This is a very disappointing outcome given the broad coalition of support that included local governments, schools and the business community. LOC will work within the work group process to advance our concerns.

Broadband Investment:


 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>)**SB 1603** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1603>) has been a priority bill for the last two sessions. The LOC is part of a large coalition of supporters that includes schools, cities, counties, telecommunications providers, cable providers and others. SB 1603 will help close the digital divide by expanding the Oregon Universal Service Fund (OUSF) to include cell phone users in the fee pool. The additional funds generated by adding cell phone users to this fee pool will establish a sustainably funded broadband grant program within the state's newly established Broadband Office to help cities pay for broadband planning and/or infrastructure projects. Passed the Senate (16-10-4), House (38-19-3).


Housing Stability


 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>)**HB 4204** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4204>) enacts a moratorium on foreclosures until September 30 and gives homeowners an opportunity to roll payments plus interest to the end of their loan. Passed the House (39-18-3), Senate (19-8-3).

 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>)**HB 4213** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4213>) extends the moratorium on residential and commercial evictions until September 30, 2020 and provide a 6-month grace period for repayment. Passed the House (43-14-3), Senate (19-8-3).

- **HB 4212** (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4212>) Omnibus bill covering a range of issues. Passed the House (47-10-3), Senate (21-4-5).

 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>) **Emergency Shelter and Siting** (from the 2020 session). Waives all local siting and zoning regulations and the land use appeals process, for approving the siting of emergency shelters for a 90-day period.

 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>) **Local Government and Special Government Body Public Meetings and Operations**. Relief from public meeting law allowing local governments to conduct all meetings using telephone, video conferencing or other electric means.

 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1604>) **Low Income Utility Bill Assistance**. Establishes the low-income utility payment fund within state treasury independent from the General Fund.

Garnishment Modifications. Protects CARES Act recovery rebate payments from garnishment.

Judicial Proceeding Extensions and Electronic Appearances

Pilot Program for Remote Notary Services

Extends Termination of Enterprise Zones. Those set for termination June 30, 2020 would now terminate December 31, 2020.

Other Bills of Interest

SENATE

SB 1601 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1601>) - allows State Transportation Improvement Fund (STIF) monies to be used to maintain existing public services. Passed the Senate (27-0-3); House (55-2-3).

SB 1602 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1602>) - requires the governor to facilitate mediation sessions between the forest industry and environmental interest representatives. Passed the Senate (24-2-4); House (57-0-3).

SB 1605 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1605>) - modifies the Oregon Promise program to extend eligibility to certain Oregon foster children who attain their highest level of education while in out-of-state placements. Passed the Senate (26-0-4); House (57-0-3).

SB 1607 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/SB1607>) - extends for one-year small school district grants and school district funding for foreign exchange students. Passed the Senate (26-0-4); House (56-0-4).

SB 5711 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Analysis/SB5711>) - budget bill needed to implement legislation passed during the first special session. Passed the Senate (25-1-4); House (57-0-3).

HOUSE

HB 4202 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4202>) - makes a series of technical fixes to the Commercial Activity Tax, which was passed during the 2019 session. Passed the House (25-1-4); House (55-2-3).

HB 4209 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4209>) - clarifies that the Eastern Oregon Border Economic Development Board may administer 10 programs as opposed to 10 grants. The bill allows the board to work with a third-party administrator. Passed the House (56-0-4); Senate (27-0-3).

HB 4210 (<https://www.orcities.org/resources/communications/bulletin/bill-changes-driver-license-suspension-rules>) - repeals driving privilege suspension and eliminates imposition of driving privilege restrictions for failure to pay fines. Passed the House (44-13-3); Senate (20-7-3).

HB 4211 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4211>) - clarifies the timing of when the Oregon Department of Education is required to make transfers from Fund for Student Success. Passed the House (52-5-3); Senate (27-0-3).

HB 4214 (<https://olis.oregonlegislature.gov/liz/2020S1/Measures/Overview/HB4214>) - declares Oregon policy regarding Native American children. Passed the House (57-0-3); Senate (26-0-4).

Contact: Jim McCauley, Legislative Director - jmccauley@orcities.org (<mailto:jmccauley@orcities.org>)

Last Updated 7/2/20

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 **503-588-6550** (tel:5035886550)

 **loc@orcities.org** (<mailto:loc@orcities.org>)

 **League of Oregon Cities**

1201 Court St. NE

Suite 200

Salem, OR 97301-4194 (<https://goo.gl/maps/hACicPzLMABV9zpx5>)

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Real-Time Risk



TIMELY NEWS AND TIPS TO HELP REDUCE RISK

July 2020

Tear Gas, Chokeholds, and Terminations

Legislature Takes Up Law Enforcement Reform Bills During Special Session

By Kirk Mylander, CIS General Counsel

The Oregon Legislature convened a three-day special session on Wednesday, June 24 with Law Enforcement Accountability front and center, along with COVID-19.

Other state legislatures have been taking up the issues surrounding police accountability, with some states making virtually no changes to their laws, and other states dramatically changing the rules that police operate under. Against that backdrop the Oregon Legislature passed six law enforcement bills that, in final form, received broad bipartisan support.

Choke Hold Ban – HB 4203

As introduced, this bill banned law enforcement officers from ever utilizing a chokehold regardless of the circumstances. In its final form, however, HB 4203

The Oregon Legislature recently passed six law enforcement bills:

- HB 4203
- HB 4205
- HB 4208
- HB 4207
- SB 1604
- HB 4201

Continued on next page



Real-Time Risk

Continued from previous page

still prohibits chokeholds but makes an exception for circumstances when the officer would be justified in utilizing deadly force. The chokehold, then, can no longer be utilized to subdue a suspect who is merely resisting arrest. Instead, an officer who employs a chokehold must show that he or she was justified in using deadly force. The bill also directs DPSST to adopt rules prohibiting the use of chokeholds “except as a defensive maneuver.”

Duty for Officers to Intervene and Report Other Officers – HB 4205

In response to the death of George Floyd at the hands of one officer while three others looked on, the Oregon legislature passed HB 4205. This bill requires an officer to intervene if he or she witnesses another officer engaged in misconduct. The only exception is if the intervening officer cannot safely put a stop to the misconduct. It also gives the witnessing officer a maximum of 72 hours to inform a supervisor of what happened. As introduced, this bill used an overly broad definition of misconduct that included “unethical” behavior. This could have led to a stream of reports on all sorts of non-job related subjects. The final bill provides a more useful set of “misconduct” categories that include: Unjustified or excessive force, criminal acts, illegal discrimination, sexual harassment or misconduct, and a violation of the minimum levels of mental and physical fitness as defined by statute.

Tear Gas Ban – HB 4208

As introduced, HB 4208 would have banned tear gas entirely. As passed, however, tear gas is banned for all types of crowd control except for instances where law enforcement declares a “riot.” The legislature also defined what behavior can constitute a riot, and did not leave that up to officers’ own judgment. Per this bill, officers can only declare a riot and use tear gas when five or more people engage in violent behavior that recklessly creates a grave risk of causing public alarm. Then, even when this definition is satisfied, officers must follow three steps before discharging tear gas:

1. Announce that tear gas will be used;
2. Allow time for people to leave the area where tear gas will be used;
3. Provide a second and final warning just before tear gas is discharged.

Mandatory Employment Records Check and Statewide Database – HB 4207

This bill directs DPSST to create and maintain a publicly accessible database of law enforcement officers who have had their officer certification suspended or revoked. Importantly, if publishing records on an officer conflicts with a union contract that is already in place,

Oregon lawmakers voted to restrict the use of tear gas and choke holds; create a public database of police discipline; and require officer intervention if they’re witness to misconduct.



Real-Time Risk

Continued from previous page

then the information does not need to be published in the database. The database is intended to both inform the public and affect hiring decisions. All law enforcement agencies must now consult the database and all other previous personnel records prior to making a final offer to a person applying for a law enforcement position. A key element of this bill is liability immunity for cities and counties who provide their records on former officers who are applying to new agencies. That immunity is limited, however, and does not protect agencies that fail to ask for, provide, preserve or analyze the past employment records of law enforcement applicants.

One missing piece from the bill is that new employers who follow all the rules can still be sued for negligent hiring by someone who is injured by an officer.

Limiting Arbitrators' Authority to Overturn Discipline – SB 1604

This bill, which LOC and AOC had introduced in previous legislative sessions, prohibits an arbitrator from overturning officer discipline, including terminations, if certain conditions are met. First, the arbitrator must agree that the conduct that formed the basis for disciplining the officer actually did occur. If the event itself is not in question, then the second requirement is that the level of discipline imposed must match the agency's disciplinary guide or disciplinary matrix. Third, and finally, the disciplinary guide must have been bargained for by the officer's union and adopted into the agency's personnel policies.

Law Enforcement Study Committee – HB 4201

Originally a bill was introduced that would have required all officer involved shooting investigations to be carried out by the Oregon Department of Justice, rather than by an officer's own agency or a neighboring one. That issue was ultimately tabled for further study, along with the issues of transparency around officers' use of force and potential policies or practices that might reduce injuries caused by police officers using force, with particular regard to using force on people of color. The Committee is to produce a report before its commission expires on Dec. 31, 2020.

For a quick three-day session, the Legislature accomplished quite a bit in the law enforcement area. And with the implementation of a Study Committee, CIS members can expect to hear further news as the Committee recommends additional reforms to law enforcement practices in Oregon.





T3 P1 719 *****AUTO**ALL FOR AADC 970
S. Scott McDowell
City Of Brownsville-Or
PO Box 188
Brownsville, OR 97327-0188



RECEIVED
City of Brownsville
JUL 10 2020
Clerk _____

July 7, 2020

Dear S. Scott:

With the current challenges we are facing, it is more important than ever that we have solutions to ensure the safety and livability of our citizens' homes and help residents avoid unexpected household repair expenses. The National League of Cities (NLC) Service Line Warranty Program, recommended by the League of Oregon Cities (LOC), provides this protection to homeowners.

Offered at no cost to League members, the NLC Service Line Warranty Program educates homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Homeowners in participating municipalities are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$8,500 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for Oregon cities to participate
- Revenue share component to help drive dollars back to the city
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

1. Program pays for the repairs, not your residents
2. Customers are provided with a 24/7/365 repair hotline staffed with live agents
3. All repairs performed to local code by rigorously vetted, licensed and insured local-area contractors
4. Encompasses all aspects of administration – educational outreach, billing, customer service, repairs, customer satisfaction measurement and partner reporting

The cities of Reedsport, Winston, Umatilla, Hines, Bandon, Coos Bay, Newberg, Glendale, Aurora, Estacada, Hermiston and Cottage Grove currently offer the program, which has saved Oregon homeowners over \$500,000 in repair costs over the past three years. This is the only program of its kind endorsed by the National League of Cities and multiple state leagues.

The program is offered by HomeServe, a leading provider of home repair solutions in North America with an outstanding national reputation. We encourage you to consider joining over 650 U.S. municipalities in adopting the NLC Service Line Warranty Program for your citizens.

For more information, please contact Natalie Westphal. She can be reached at 724-749-1006 or Natalie.Westphal@homeserveusa.com. Their website is www.NLC.org/serviceline.

Sincerely,

Mike Cully
Executive Director
League of Oregon Cities

MONTH END RECAP

		JUNE 2020		YTD	%	Unexpended	
		REVENUE	EXPENDITURES				
1	GENERAL	\$ 69,693.71	\$ 90,822.14	\$ 843,608.41	43.75%	\$ 1,084,781.59	1
2	WATER	\$ 30,008.56	\$ 70,891.32	\$ 387,174.55	60.27%	\$ 255,275.45	2
3	SEWER	\$ 31,191.51	\$ 64,910.21	\$ 308,600.04	35.56%	\$ 559,274.96	3
4	STREETS	\$ 11,128.90	\$ 23,516.76	\$ 174,090.33	45.55%	\$ 208,109.67	4
5	WATER BOND	\$ 147.32	\$ -	\$ 46,627.50	62.73%	\$ 27,708.50	5
6	SEWER BOND	\$ 470.08	\$ -	\$ 304,043.20	95.30%	\$ 15,000.80	6
7	SEWER DEBT FEE	\$ 11,074.25	\$ -	\$ 144,582.77	43.94%	\$ -	7
8	BUILDING & EQUIPMENT	\$ 408.11	\$ -	\$ -	0.00%	\$ 370,200.00	8
9	WATER RESERVE	\$ 1,968.83	\$ -	\$ 85,230.53	52.28%	\$ 77,804.47	9
10	HOUSING REHAB	\$ 222.97	\$ -	\$ -	0.00%	\$ 210,849.00	10
11	WATER SDC	\$ 2,280.83	\$ -	\$ 45,000.00	46.34%	\$ 52,100.00	11
12	SEWER SDC	\$ 5,822.68	\$ -	\$ -	0.00%	\$ 395,910.00	12
13	STORMWATER SDC	\$ 2,165.43	\$ -	\$ -	0.00%	\$ 98,600.00	13
14	BIKEWAY/PATHS	\$ 121.29	\$ -	\$ -	0.00%	\$ 48,550.00	14
15	LIBRARY TRUST	\$ 7.69	\$ -	\$ -	0.00%	\$ 7,250.00	15
16	CEMETERY	\$ 8.62	\$ -	\$ -	0.00%	\$ 8,976.00	16
17	TRANSIENT ROOM TX	\$ 2.20	\$ -	\$ 2,835.00	72.05%	\$ 1,100.00	17
18	SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19	LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 10,185.00	19
20	COMMUNITY PROJECTS	\$ 170.79	\$ 1,100.00	\$ 24,808.41	12.75%	\$ 169,791.59	20
		\$ 166,893.77	\$ 251,240.43	\$ 2,222,017.97			

Key Bank Account

General Checking \$ 280,257.37

Oregon State Treasury \$ 4,968,013.34

Community Improvements \$ 0.94

Project Escrow Holding \$ 0.02

TOTAL OST / LGIP \$ 4,968,014.30



2019-2020	YTD	% of Total
Appropriated	\$ 5,823,485.00	38.16%

Annual Bond Payment

	Totals
<i>Water</i>	\$ 45,167.05
<i>Wastewater</i>	\$ 307,259.95
	\$ 352,427.00

Total Bonded Debt

<i>Water</i>	\$ 855,840.92
<i>Wastewater</i>	\$ 5,390,581.09
	\$ 6,246,422.01