



CITY OF BROWNSVILLE

Council Meeting

Tuesday – September 27th, 2016

Regular Session 7:00 p.m.

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October						
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23	24	25	26	27	28	29
30	31					

Phases of the Moon: 9:☉ 16:☾ 22:☽ 30:☾
 Holidays and Observances: 10: Columbus Day (Most regions), 31: Halloween

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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Phases of the Moon: 7:☉ 14:☾ 21:☽ 29:☾
 Holidays and Observances: 8: Election Day, 11: Veterans Day, 24: Thanksgiving Day

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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Phases of the Moon: 7:☉ 13:☾ 20:☽ 29:☾
 Holidays and Observances: 24: Christmas Eve, 25: Christmas Day, 26: 'Christmas Day' observed, 31: New Year's Eve



CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, September 27th, 2016

AGENDA

Regular Session

7:00 p.m.

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ADDITIONS OR DELETIONS TO AGENDA
- 5) MINUTES: July 26th, 2016
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Economic Development – Go Team (*Jo Ann McQueary*)
 - B. Jayne Scaltretto – RV Appeal
 - C. John Rossell – RV Appeal
 - D. Barbara Ellison – RV Appeal
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administration
 - D. Library
 - E. Court
 - F. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)

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



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

9) LEGISLATIVE:

- A. Arbor Day Proclamation

10) ACTION ITEMS:

- A. Canal Company Update
- B. Central Linn School District Agreement
- C. Linn County Sheriff's Office Contract Addendum

11) DISCUSSION ITEMS:

- A. Weeds & Nuisance Abatement Process
- B. Future Capital Improvements Planning
- C. July & August Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

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



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July 26th, 2016

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

PUBLIC: Elizabeth Coleman, Marc Nelson, Lt. Michelle Duncan (LCSO), Patty Linn, John Morrison, Doug Block, Kim Clayton, Allen Buzzard, John Morrison, Kaye Fox, and Alex Paul (*Albany Democrat-Herald*).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell informed Council that no addendum was submitted by Councilor Gerber pertaining to the minutes from April. Also Council will find a handout on the table about the refinancing of the bonds.

MINUTES: Councilor Cole made a motion to approve the June 28th, 2016 meeting minutes with the following corrections: Councilor Gerber, not Cole, spoke to the Christensen's about utility rates, the 29 traffic hours reported were for May, not June, and the City carries a \$60,000 "bond" on McDowell. Councilor Neddeau seconded the motion, and it passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

Marc Nelson – Mr. Nelson, Fields Court, presented Council with several neighborhood concerns he has with the LCSO contract and amount of service being received. He stated that for about a week LCSO was very visible in and around town, and then service seems to have reverted back to minimal enforcement and presence. He would like to recommend asking for GPS tracking to verify that they are in town and fulfilling their obligations and duties to the City. He also mentioned that the City no longer has a resident deputy, which can make all the difference in coverage. Mr. Nelson would like to see more traffic enforcement and a quicker response to calls. He also believes City ordinances should be self-initiated by the LCSO office, not driven by a letter from city staff for ordinance violations.

Steve LaCoste – Napa – Mr. LaCoste has requested closing Park Avenue for his annual customer appreciation day on August 17th, 2016 from 8 a.m. – 5 p.m. He will be responsible for notifying the neighborhood. Councilor Cole made a motion to approve the street closure. Councilor Neddeau seconded the motion, and it passed unanimously. LaCoste's potential Kay Street request was tabled.

DEPARTMENT REPORTS:

1. **Sheriff's Report.** LCSO Lt. Duncan reported that they have dedicated 3 hours to traffic patrol in June resulting in 4 traffic citations, and serving a total of 222.75 hours in the City. Duncan stated that there were very few reportable crimes in June. She also stated that after a month of writing a high number of traffic citations, often the next month is slower as people are correcting their behavior. Duncan stated that parking enforcement has been an issue lately, and they are working on addressing that better. She talked about crime rates per capita, and that LCSO is seeing a better trend in 2016 with lower crime rates. Duncan stated



Council Minutes

that LCSO is actively trying to work well with the City with better communication with City administration and trying to have a representative here for Council meetings. The deputy residency requirement is difficult, and beyond their control. Duncan also stated that they have a newer younger pool of up and coming officers. In reference to asking for GPS tracking to ensure that staff is in town, she is not sure this is the best use of the City's contract hours, as that information may take days to compile. LCSO has recently developed a focus patrol to highlight certain areas. They were recently on Kirk Avenue for 1.5 hours, and did not find any speeders. Typically she stated they do not write tickets for less than 12 mph over the posted speed limits. Mayor Don Ware commented that he has had several complaints lately about high rates of speed on Washburn, and would like some focus patrols to work that area. Councilor Cole stated that she is very concerned with the traffic hours being reduced so much in one month. Traffic remains a high priority for the City. Duncan commented that summer time is very busy for them. Councilor Shepherd reminded Lt. Duncan that the City needs a certain amount of revenue to maintain our court system. This has been discussed several times, and also discussed at a meeting convened with Sheriff Riley. Councilor Shepherd stressed that traffic patrol needs to be a higher priority. Duncan stated that it is not really reflecting on the contract hours, but they are down 12 people out of 53. Mr. McDowell stated that he is disappointed in the situation; in truth it has been going on for 2 years, not just a month or two. He stated that it is very disheartening to see such a big drop in citations again this month. The City would like to see at least 10% of our contract hours spent on traffic patrol. We have had a history of very good local deputies. They never had trouble reaching the marks that the City needed. He asked Lt. Duncan to please challenge the deputies to reach these goals. Frankly, it just isn't good enough yet. Absolutely the communication has been much better between Lt. Duncan and Sgt. Klein. McDowell also stated that LCSO has been great at handling our local events for us, but that we still need a bigger focus and higher priority on traffic issues. Councilor Neddeau stated that it was awesome to see the office on Kirk Avenue with his radar gun out, and he would like to see more of that around town as well.

2. **Public Works.** Mr. Frink reported that annual backflow testing has been done this month by Carters. This amount will be billed out to customers in September. A few sewer lines were flushed this month. Also, the lines on Ash Street were checked in preparation for a possible new development, and were found to be satisfactory. A vactor truck was called to clean out lines on Washington Street. Frink tries to utilize their time efficiently as we are billed 2 hours, regardless of the time spent here. The City has contracted an outside source to have the Spaulding trees removed, the stumps ground out, and concrete poured. There are several trees around town that need attention as well. McGovern Maintenance will be in soon to do street painting. Greg Tilley has recently sprayed dust control on several streets around town. Both sewer pumps failed at Pioneer Park the week before the big *Stand By Me* event. Staff was able to get it up and going before the event weekend. The stage in Pioneer Park was vandalized again. Public Works was able to get the area repainted before the weekend event. (Some folks had volunteered to help, but the project was almost complete by then.) Public Works was also on hand to help with the SBM event over the weekend. Councilor Cole asked what the plan for the Spaulding trees is after removal. Mr. Frink stated that the concrete needs to be installed now to eliminate trip hazards, but that it can be removed at any time.
3. **Administrator's Report.** Mr. McDowell reported that in your packet you found the 2015-2016 Master Things to Do List (TTDL). This document gets incorporated



Council Minutes

into our prospectus. 2015-2016 was a very effective year, the new budget will have fewer self-funded projects to get our funding to catch back up. If you have any feedback or comments, please feel free to direct them to him. The City recently received a request to do a traffic count and survey on Washburn Street. Local residents are experiencing cars traveling at high rates of speed along this road and are concerned. McDowell has talked with Chuck Knoll at Linn County to do a study in the area. The annual audit is scheduled for August 8, 2016 – August 12, 2016. It will be performed by Boldt, Carlisle and Smith. Some of the refinancing options that are being investigated will require some documentation that the auditors will try to expedite. On a financial note, Staff will be closing several of our small bank accounts and consolidating all of them in one general Key Bank of Oregon account. This will help establish transparency, and better accounting processes. McDowell will be attending a conference in Salem on August 17th – 18th, 2016. SBM Chairman Linda McCormick did a fantastic job with the event this past weekend. Wade Long has expressed interest in having a vintage trailer show in the park in September. It will be the only rally on the I-5 corridor. McFarland Cascade placed logs for the SBM event out at the Mennonite church for overflow parking; this was a huge gift to the City as they bore the cost of the whole operation. A big thank you to Mayor Ware for helping out at City hall lately at a moment's notice. Councilor Shepherd has taken on a traffic study project for City Hall as well. Over the next 2-4 years folks will probably see a lot of changes with FEMA's floodplain management and flood insurance costs. The National Marine Fisheries Service (NMFS) claims that FEMA has damaged waterways, in their biological opinion, and is requiring changes for FEMA to address in certain areas. River courses with endangered species have been highlighted, buffer zones around riparian areas, base flood elevations, and a complete mapping overhaul. It is expected that a 15% increase of flood insurance will be coming. Base flood elevations will be required in many places; surveys will need to be done, and certifications will need to be issued. Just as recreational immunity is changing, some may try to hold city staff personally liable. Staff is working on a form that will function as a disclaimer; Council can expect some preliminary legislation in the next 6-8 months as an attempt to get ahead of the new requirements.

4. **Library Report.** Mayor Ware commented that the Library is busy all the time right now. Ms. Lemhouse is doing a great job.
5. **Court Report.** No comments.
6. **Council Comments.** No comments.
7. **Citizen Comments.** John Morrison thanked Council for their support of the SBM event. Council support is very much appreciated. Kaye Fox, 203 Kirk, spoke in favor of R 2016.18, 2016.19, and O 762. She is hopeful that Council will vote in favor of them all.

LEGISLATIVE:

1. **Resolution 2016.17: Bond Refinancing Authorization** – Mr. McDowell has been in conversation with the Bond Council. He has discovered that the highest interest rate bond (5.17% - \$225,000) the City has, OECDD, cannot be refinanced with the other bonds because it is a full faith and credit bond. To refinance this bond, is a totally different financial track which would delay the financing option the City is currently trying to take advantage of. McDowell asked Matt Donahue to do an analysis on refinancing this higher rated bond and the outcome was not



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worth the delay in McDowell's opinion. An opinion shared by D. A. Davidson. McDowell does not recommend refinancing this bond at this time. It will be important to remember the reason the OECDD load was not refinanced. Later down the line, Council could take heat over not refinancing this amount. The refunding is still contingent on several factors, one of which is the City being able to attain an A rating through Stand & Poor's. This issue will be brought back up in September, or possibly at an earlier meeting if Council needs to move sooner. *Councilor Cole made a motion to approve R 2016.17 as presented, and authorizing Mayor Ware and Mr. McDowell as City representatives. Councilor Chambers seconded the motion, and it passed unanimously.*

2. **Resolution 2016.18: Calling an Election (Marijuana Ban)** – *Councilor Cole moved to accept R 2016.18 as presented. Councilor Shepherd seconded the motion, and it passed unanimously. Discussion – Mr. McDowell stated that Mr. Allen Buzzard pointed out a typographical error of “a” under 5.25.030 , page 2 of said resolution. Councilor Shepherd moved to accept R 2016.18 with this amendment. Councilor Cole seconded the motion, and it passed unanimously.*
3. **Resolution 2016.19: Calling an Election (Marijuana Tax)** – *Councilor Cole moved to accept R 2016.19 as presented. Councilor Shepherd seconded the motion, and it passed unanimously.*
4. **Ordinance 762: Reserved as part of Resolution 2016.18** – *Council accepted this Ordinance by consensus.*

ACTION ITEMS:

1. **Advertise November 8th, 2016 General Election** – *Councilor Shepherd moved to authorize Staff to advertise for the November 8th, 2016 General Election. Councilor Cole seconded the motion, and it passed unanimously.*
2. **Canal Company Outcome (Possible Expenditure)**. McDowell stated that he recently attended a Canal Company committee meeting, ending with a good conversation. Basically McDowell will put together a partnership agreement with them, it will go to their Board for approval, and be brought to Council after that. A possible expenditure for this agreement would be legal consultation fees. *Councilor Cole made a motion to authorize McDowell to develop a draft partnership agreement with the Canal Company, and approve the necessary costs associated. Councilor Neddeau seconded the motion, and it passed unanimously.*
3. **Central Linn School District Agreement**. Mayor Ware reported that he has met with Board Chairman Penrod and they had agreed to meet again, but has had no response from him. So there is no progress to report at this time. Councilor Cole inquired if there has been talk about holding community meetings discussing the sale of the Blakely school property. The word from the June 13th, 2016 Central Linn School Board meeting indicated that WNHS will be holding some sort of meetings to engage public discussion. McDowell indicated that the City will be requiring some meetings to discuss the particulars prior to any Planning Commission meeting.



Council Minutes

4. **Appoint Library Advisory Board Candidates.** McDowell related that there are 2 openings, and 5 applicants. *Councilor Cole made a motion to appoint Gwen Landon and Barbara DeRobertis to serve on the Library Advisory Board. Councilor Shepherd seconded the motion, and it passed unanimously.*
5. **Central Linn Recreation Association.** George Frasier recently contacted McDowell to discuss putting down some new stick down tiles in the music room that the preschool currently occupies. Mr. Frink sees no problem with it. *Councilor Chambers made a motion to approve this request. Councilor Cole seconded the motion, and it passed, unanimously.*

DISCUSSION ITEMS:

1. **Emergency Preparedness Committee Update.** McDowell and Morrow recently had a great meeting with Norman Simms, Kneil Stucky and Marilee Frasier. The meeting centered around discussing partnerships opportunities and probabilities. A Things To Do List was created with a timeline, and the group will meet again in September. McDowell is feeling good about the progress at this time. The group is scheduled to meet Council's December timeline.
2. **Future Planning.** McDowell would like to schedule a work session for future planning. Councilor Cole would like to sort the list first, and then bring it to a Council meeting work session, possibly in October. McDowell reminded Council that there is a work session scheduled for September 23rd, but other issues will be discussed and there will not be enough time to cover future planning as well.
3. **Economic Development Team.** McDowell recently participated in an economic development team discussion with Mr. Roque Barros of the Ford Foundation. McDowell would like to form an ad hoc committee that could be called together at a moment's notice to meet with such people to discuss benefits for the City and the local area. Councilor Cole and Councilor Neddeau volunteered to be on this committee.
4. **June Financials.** No comments.

CITIZENS COMMENTS – Kaye Fox spoke again. She informed Council that the CLRA had agreed to allowing the seniors to walk in the Rec Center year round from 8:00 a.m. - 9:00 a.m. Trisha Thompson, Holloway Heights, asked that Council consider having women and small businesses represented on an economic development team.

ADJOURNMENT: *Councilor Cole moved to adjourn at 8:11 p.m. Councilor Shepherd seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

September 27th, 2016

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

One liner of the month:

☺ Nothing ruins a Friday more than understanding that today is Tuesday. ☺

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

“The greater part of our happiness or misery depends upon our dispositions, and not upon our circumstances.”

~ Martha Washington

“Failure is only the opportunity more intelligently to begin again.”

~ Henry Ford

“I never dreamed about success. I worked for it.”

~ Estee Lauder



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

6) PUBLIC HEARINGS OR PRESENTATIONS:

A. **Go Team & Economic Development** – A representative from the Go Team will be presenting the major tenets of their economic development proposal. The group was formed out of the Ford Foundation’s cohorts conducted in East Linn County. The City has been a part of this effort since its inception. I have included the proposal as part of the agenda packet. I was chosen to present to the Sweet Home City Council in August. The group is garnering support and driving toward making this plan become reality.



B. **RV Appeals** – Enclosed are letters and official postings as required by the Brownsville Municipal Code for three property owners who have appealed the City Administrator’s decision about the enforcement of this ordinance. I have included Brownsville Municipal Code Chapter 15.105 for your review.

The Ordinance allows property owners due process, hence the ability to appeal to Council.

Council reviewed the RV policy earlier this year and decided to move forward with implementing enforcement which is why Staff went into the community and posted these property owners. There are two other cases still pending.



City Administrator Report

Staff has followed the requirements of the Ordinance. The property owners will, more than likely, seek either a time extension or for Council to consider a hardship clause to this ordinance. The Planning Commission considered a hardship clause when developing the language a few years ago. Everyone agreed that a hardship clause would create a “slippery slope” in determining who was using the RV, the duration of occupancy and could be very difficult to provide any meaningful enforcement. Everyone agreed that the City prefers people to live in homes, not RV’s.

Staff rolled out the RV ordinance in a “kinder, gentler way” as has been done with the Weeds & Nuisance abatement ordinances. Again, Council decided to move into the enforcement phase this Spring.



The reason the City constituted this process was due to the many problems caused by people living in RV’s around town. Over a two year period, the City had thirty-six (36) law enforcement calls to RV units that were experiencing issues ranging from domestic violence to illegal drug concerns.

[See 11) B. below for additional information.]

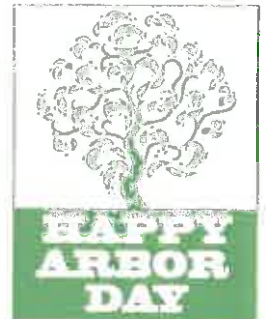
What is Council being asked to do?

Listen to the appeals and make a determination on the ordinance.

- 1) Ask them to discontinue use by October 3rd, 2016 or the City will take the next enforcement steps required by the ordinance.
- 2) Grant a time extension determined by Council discussion.
- 3) Send the hardship clause concept back to the Planning Commission for consideration.

9) LEGISLATIVE:

- A. **Arbor Day Proclamation** – Mayor Ware passes an annual proclamation declaring the purpose and celebration for Arbor Day. The City does this as part of the requirements for the Tree City Program. The City has been a recognized Tree City for ten years this year.



10) ACTION ITEMS:

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

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



City Administrator Report

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



From 04.26.2016: The annual meeting for the Canal Company is Monday, May 2nd, 2016 at 7:00 p.m. at City Hall. Council should consider the details for what a partnership with the Canal Company would look like. It has been discussed for nearly eight years but nothing has ever moved forward. The general idea is that Council would work toward an agreement that would generate revenue through user fees based on benefit from the Canal Company's drainage way.

After looking at options that included the formation of a special district, the general consensus was to form a partnership that would identify all properties benefitting from the canal and properties using the canal for water delivery. Some property have water rights on the Calapooia River for livestock and other purposes. Water rights originate at the source of the water, not the canal.

The general concept would be to enter into an agreement with the Canal Company that would allow the City to invoice all benefitting property owners annually for insurance and maintenance purposes. Monies collected would be used to pay for the insurance, defray the electric costs and allow for funds to be set aside for the future maintenance and upkeep of the canal. The City and the Canal Company would need to agree on these elements of course.

If an agreement looked probable, the City and the Canal Company could host a series of town hall style meetings that review the details of the plan. If this is something Council wishes to pursue this concept, the City should go forth at the upcoming meeting.

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

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





City Administrator Report

From 04.26.2016: Administrative Assistant Elizabeth Coleman, while attending a school related event, was recently handed a proposal for the City's review by Superintendent Gardner. The Superintendent may not have time to process the information from Willamette Neighborhood Housing Services prior to the Council meeting.

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

- C. **Linn County Sheriff's Office Addendum** – Included in the agenda packet is the addendum Council requested be placed in the LCSO agreement. The addendum indicates that Council will review the contract quarterly. Council should have some discussion on next steps. I have included the LCSO reports since May for your discussion.



11) DISCUSSION ITEMS:

- A. **Weeds & Nuisance Abatement Process** ☒ – Staff & Council have worked diligently on this process over the last several years. Council passed legislation in 2010 which helped clarify the ordinance. The importance of this process is a critical component of Council's goal to protect the treasury by creating an environment that is as nuisance free as possible.

The weed ordinance is primarily a fire protection measure. The City enforces this ordinance from June 1st, through October 31st. Staff has handled nuisance abatements during the same general time frame due to the holidays and budget season. Over the last several years, Staff does two rounds of abatements. One round is within the first ten days of June and the other round falls in the middle of August. If there is a serious case that develops between those times, Staff posts the property as required. The weed ordinance is not an aesthetic ordinance. When the green dandelions pop up in late June, the City does not post abatements. We are looking for dry grass than could potentially fuel a fire.

The overall outcome of the weeds program has been very successful. The City does have a few owners who still balk at doing their civic duty, but as a whole the City can simply call property owners who just need a reminder to take care of a vacant parcel or property.



This year went very well in terms of compliance and being able to simply reach out with a phone call to those people who are well aware of the City's priority and process.

The City's process includes forwarding a Request For Action (RFA) letter to make residents aware of the violation and what action needs to be taken to remedy the violation before the City actually posts the property.



City Administrator Report

If the resident does not comply with the RFA, Staff posts the property which provides ten (10) days to bring the property into compliance. In some cases, like the RV's, residents have the right to appeal Staff's decision. In other cases, residents are cited into Municipal Court.

The ordinance is very specific calling out nuisances and the definition is carefully observed. Council could define a few items better which would make it easier for residents to comply and for Staff to enforce, but making those changes have not yet happened for a variety of reasons.

Ensuring that Council members are complying with ordinances is also an important component of a successful program. Staff has experienced many times when City officials have been non-compliant with these specific ordinances. Staff has handled these situations like any other situation with a resident that is non-compliant. It certainly causes a perception problem and makes the situation very awkward for Staff.



One important point that is often overlooked when discussing these ordinances is the protection of neighboring properties. Official bodies can often overlook the neighborhood impact due to personal circumstances of individuals who are not complying with the Brownsville Municipal Code. The person not in compliance with the local law, the violator, is directly impacting neighboring properties who often are owners who pay their taxes and keep their property in compliance with local laws. The City should be vigilant when dealing with nuisance issues.

Council and the City have made significant strides toward proper code enforcement over the last ten years. The road has been wrought with difficult and uncomfortable decisions. Council has dealt with zoning violations, nuisance homes and even abated feral cats. Many citizens and visitors alike are impressed by how clean the City is kept and this is no accident. Staff and nearly all citizens strive to take pride in the City and their personal properties by honoring the

ordinances.

One major factor in securing an A+ rating was the health of the tax base. This effort is critical in helping Brownsville being a place people want to live.

B. Future Capital Improvements Planning ☒ – Council should discuss the future of the City's services and infrastructure surrounding the Cemetery, Parks, the Rec Center, the Picture Gallery and the public utilities.

C. July & August Financials

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

- ▶ *Several community events transpired including the Antique Faire, the Willamette Agility Group Dog Trials, the Bi-Mart Willamette Country Music Festival, the Festival of Tents and the Eugene Kennel Club. All of the events were successful from the City's perspective.*



City Administrator Report

- ▶ *Mayor Ware asked about the installation of windmills on the Azalea Rojo property. The issue involved Linn County's jurisdiction and not the City.*
- ▶ *Mayor Ware signed an OLCC permit for a new business located downtown.*
- ▶ *City Engineer Jon Erwin, Public Works Superintendent Karl Frink, Water Rights Attorney Wyatt Rolfe and I worked on the City's response to a letter from Oregon Water Resources Department regarding the City's major water right.*
- ▶ *Staff met with McFarland Cascade to finalize their agreement with the City.*
- ▶ *Librarian Sherri Lemhouse & I celebrated June Schlosser's service to the Library.*
- ▶ *Staff worked closely with Boldt, Carlisle & Smith on the audit which was split over two weeks.*
- ▶ *I attended the Local Government Personnel Institute Conference in Salem, Oregon.*
- ▶ *I worked carefully on the bond refunding project with D.A. Davison and the finance team.*
- ▶ *Sherri Lemhouse applied for the Ready to Read grant for this fiscal year.*
- ▶ *Worked with Public Works and McGovern to complete the Spaulding Avenue project.*
- ▶ *Worked with Marlene Sloan on the new cemetery sign that was damaged by Administrative Assistant Towing, Albany, Oregon.*
- ▶ *Staff certified all candidates seeking office to the Linn County Clerk's Office.*
- ▶ *Mayor Ware & I met with Cascade West Council of Governments' Executive Director Fred Abousleman & Lydia George to discuss software, economic development, senior services and the State of the Region report completed by the COG.*
- ▶ *Staff bid farewell to Park Caretakers Dave & Sharon Peterson. The Peterson's did a fabulous job for the City this year and were universally appreciated for their abilities!*
- ▶ *Received Linn County Road Department study of Washburn Street.*
- ▶ *Councilor Shepherd finished a speed limit sign project. Thank you!!*
- ▶ *Met several times with the Go Team.*
- ▶ *The City hosted the annual Volunteer & Staff Appreciation Party on September 15th, 2016.*



HAPPENINGS

McDowell Contract Opener – Delayed again due to workload requirements. We will reboot and try this in October.

Cemetery Sign Damaged – The new cemetery sign placed and installed by the Brownsville Cemetery Association earlier this year was severely damaged by a tow truck from AA Towing, Albany. Outdoor Fence is in the process of repairing the sign. Outdoor Fence is the vendor hired by Mrs. Marlene Sloan to originally design and construct the sign. AA Towing has taken responsibility for the damage and will be paying for the sign repair.





City Administrator Report

Council Candidates – I have made myself available to talk to the candidates about all things City if they are inclined to do so. So far, five have made appointments.

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



Spaulding Avenue Trees – The City removed the street trees along Spaulding Avenue. The trees were well past their useful life and had created a fair amount of sidewalk damage. McGovern did a good job making the project turn out as best as possible. The City decided to make this repair due to the damage caused by the street trees over the years and to eliminate tripping hazards. Sidewalks are the responsibility of the abutting property owner.

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



Jim Hagan & the Leash Ordinance – Mr. Jim Hagan requests that the leash ordinance be changed to allow for electronic means of canine restraint. Mr. Hagan said that his dog, Tinkerbell, has always wore an electronic leash and is not used to an actual leash. He may be at Council. I was unable to contact him prior to the meeting.

Junk Car Complaint – Council Shepherd took a reoccurring complaint about a property located on 'Upper' Spaulding Avenue. According to the complainant, there are multiple junk cars being stored on the property. Administrative Assistant Tammi Morrow and I investigated the complaint. We were unable to see the junk cars from a public street. The pertinent ordinance has an element that requires Staff to be able to see the vehicle from a public street. One possible solution is for the complainant to file a written statement with pictures. Brownsville Municipal Code Section D. of Chapter 8.30.130 says mentions "other property." If Staff were invited on private property to witness the violation, Staff could then post the property.

STATUS UPDATES – Projects, proposals and actions taken by Council

Authorizing General Obligation Refunding Bonds ☑ – Council moved forward with the proposed schedule to refund all of the USDA bonds. The City retained the 5.17% OECDD loan due to complications that would have been caused to the schedule. The OECDD money is a different type of financial obligation that would have caused twice as much work. The cost associated with refinancing this portion of the debt did not save any money. (See below for more details.)



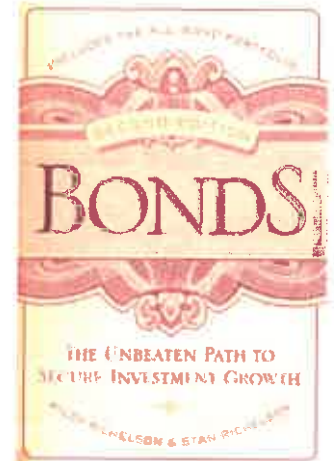
City Administrator Report

The process was very detail oriented and time consuming. D.A. Davidson, U.S. Bank and Hawkins, Delafield & Wood LLP were great partners. Mayor Ware did his share of signing documents and Administrative Assistant Tammi Morrow played a key role at critical moment in the transaction as well! Thank you all!

Standard & Poor's rated the City A+ which made the entire transaction worthwhile. D.A. Davidson was pleasantly surprised by the rating based on what they had seen in Oregon this year. I will have to explain the rating process because it was very interesting to know what factors they evaluate when rating a municipal government. I will do that another time. ☺

The overall outcome was as follows:

The City refinance was for \$6,403,744.36 at 2.906208% over a thirty (30) year term. The overall savings to the taxpayers will be nearly \$2,000,000 over the life of the term. The City is not eligible to pay off the debt before February 2026.



From 07.26.2016: Passing this resolution will allow the City to move forward through the process of refinancing the City's debt. Mayor Ware and I should both be authorized to sign the documents.

The City was able to retain Ms. Ann Sherman who served as bond counsel for the original issue of the wastewater debt. The City will also retain a paying agent, U.S. Bank, along with D.A. Davidson, the underwriter, in order to complete the transaction.

The City has run into a bit of problem. On July 13th, at our first conference call, I found out that the Oregon Economic and Community Development Department (OECD) loan with a remaining balance of \$225,000 would not be able to be included in the refinancing without considerable expense. The concern is that this is the one with the highest interest rate coming in at 5.17%. These funds are on "full faith and credit" and cannot be done as part of a general obligation refinance, thereby requiring different set of paperwork.

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



From 04.26.2016: Staff has had conversation with legal representatives this month.

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

Completed: Park Board Recommendation – The City completed this project.

From 04.26.2016: Staff is working toward the removal of street trees on Spaulding Avenue from the east side of the Fitness Center porch to the end of the row before Menefee Trail. Staff is working with landscape experts to develop a street tree plan for Main Street between Kirk Avenue and Stanard Avenue.



City Administrator Report

From July 2015 Meeting: The Park Board has discussed this issue for over five years. The chief problem is that the trees are part their useful life and have caused damage to the sidewalks. The Board originally looked at street tree grates as a solution but the option is costly. The Board asked the Staff to look into possible funding options for this kind of project.

Coleman & Kinney – FEMA Implications – Here is the quick paragraph that will appear in the newsletter:

Flood regulations are soon to be changing. The National Marine Fisheries Service (NMFS) found that the Federal Emergency Management Agency (FEMA) have been carrying out practices and policies have proven to be detrimental to endangered species. FEMA is scrambling to correct these findings. Flood premiums will be on the rise as will the regulations required to do construction anywhere in the floodplain. The National Flood Insurance Program (NFIP) is making changes to more adequately cover the losses incurred when flooding occurs around the United States which is why premiums are set to increase 25% over the next five to seven years.



From 07.26.2016: Administrative Assistant Elizabeth Coleman and I met with Dave Kinney, City planning consultant, to discuss a recent opinion from National Marine Fisheries Service (NMFS) that is blaming FEMA for causing damage to endangered species in certain river systems.

Basically, the Feds have included the worst parts of the failed, original Biggert-Water Act from 2010-2012.

Flood insurance will rise no more than 15% per year for properties in the floodplain. The Federal government is trying to get the premiums to actually match the exposure. Property owners may choose not to carry the insurance, but the consequence is not being eligible for any Federal relief in the event of a declared flood event.

FEMA is in the process of developing changes to the flood regulations that will come in the way of ordinance changes. Local jurisdiction will be help personally liable if the requirements are not followed and documented. No property owner can make any changes in the flood plain without a biological opinion as to the impact. The NMFS also is requiring all of the flood mapping to be redone. A barrier will be placed on each river system to protect endangered species which will have further implications that have not yet been outlined.

Active: Recreational Vehicles ☒ – Council decided to not move forward with enforcing the right-of-way boundaries until a newsletter article went to the general public. Staff moved forward with the posting of three properties all of which have appealed the City Administrator’s decision. [See 6) B. above for more information.]

From 6.28.2016: Staff will have some information to share regarding RV placement and coordination efforts.

From 05.24.2016: Mayor Ware, Councilor Cole, Administrative Assistant Tammi Morrow and I met last Thursday to discuss recommendations or points for Council to consider.

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



City Administrator Report

ITEMS PENDING – Tabled or On Hold

Active: Economic Development – the Go Team is making presentations to Councils in Linn County.

From 6.28.2016: The Go Team is working on finalizing a proposal for public review. The Go Team is attempting to steady the effort after losing Craig Martin as the Sweet Home City Manager.

Active: Utility & General Ledger Software – The Cascade West Council of Governments is working on this for multiple cities.

From 11.24.2015: Staff is still exploring options. The overall costs for the software and impending data conversion is a major undertaking.



Linn County Project Advisory Committee (PAC) – The group is finalizing a day in October for their next meeting.

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

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

From 05.24.2016: Mayor Ware, Councilor Cole, Administrative Assistant Tammi Morrow and I met to discuss a few key points and policy decisions regarding Brownsville Municipal Code 15.105.030. I have included the language of the ordinance in the packet for your review. The outcome of our conversation was as follows:

- ▶ Understanding Enforcement Challenges
 - Review Common Complaints
 - Review Communications
- ▶ Reviewing Current Practices
 - Original Legislative Intent
 - Using thirty (30) days as a matter of practical application
 - Knowing the difference between RV maintenance and living situations
- ▶ Dealing with Repeat Offenders
 - Several Properties
 - Move to Enforcement
- ▶ Creating an Enforcement Procedure with Linn County Sheriff's Office
 - Create Procedure
 - Municipal Court's Role
- ▶ Begin Enforcing Right-of-Way Parking
 - Ordinance Exists
 - Incorporate 2016 Inspections
 - Millhouse Street Scenario





City Administrator Report

We would like to have a conversation around these ideas with the hope that an outcome will come forward from Council. We feel that we have the 'force of law' we just want to make sure that this is the direction Council is comfortable with pursuing.

From 03.22.2016:

'Section III. Future Considerations

Possible Brownsville Municipal Code (*ordinance*) modifications, changes or additions include:

- A. **Right-of-Way (ROW) Mowing** – Public Works spends a lot of time mowing ROW that citizens could take care of as it abuts their property.
- B. **ROW Storage** – Citizens are storing half-bed pickup trucks full of trash, junk vehicles, boats and recreational vehicles on the public right-of-way. Should some or all of these items should be stored on private property?
- C. **ROW Infringements** – Develop an ordinance that details existing private property such as sheds, garages, porches and landscaping that are infringing on the public ROW. Define a notification system which will communicate with infringing property owners about their responsibilities for these infringements. Private property cannot be rebuilt on the public ROW. Private property can be removed by the City for any reason; mainly involving a public project. The City is not responsible for replacing any of said property.
- D. **Nuisance Improvements** – Council has had several properties including 903 Ash Street and 108 E. Blakely that were cleaned up through the use of the Unenumerated section of the Brownsville Municipal Code. Council should consider addressing those kinds of similar situations so that there is a better, more efficient process. Other possible items include: a) consider changing noticing requirements, b) the use of tarps, c) defining junk in backyards, d) better define what constitutes a nuisance, and e) specifically address greenhouse structures that are not being maintained or used for their intended purpose.
- E. **Weeds Improvements** – Acre lots and the mowing strip requirements.
- F. **Trash & Rubbish Nuisance** – Change notice requirements and define a better process.
- G. **Attractant Nuisance** – Develop a penalty for people randomly feeding wildlife, stray animals and pets.
- H. **Junk Vehicles** – Consider revamping the current ordinance.
- I. **Noise Mitigation** – Does Council wish to consider adopting rules for noise?
- J. **Animals** – Should the City Limit the number of chickens, prohibit swine, bovine and sheep?

Strategy – Council should consider policy development in these ten areas. Does Council want to address all ten? Part of the items? Are there other areas or items to include? Once that is determined, Council should create a time frame for identified ordinances to be developed and considered for adoption.'

Staff & Council would like to develop a strategy for future policy considerations.

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



City Administrator Report

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

PAST MEETINGS – Memory Information

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

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

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

18.30.260 Accumulation of rubbish or garbage.

All exterior property and premises, and the interior of every structure, should be free from any accumulation of rubbish or garbage so as not to harbor insects and rodents, produce dangerous or offensive gases, odors and bacteria, or other unsanitary conditions, or create a fire hazard. (Ord. 5347 § 1 (Exh. C), 2006).

18.30.265 Disposal of rubbish.

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

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

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

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

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

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

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

Respectfully Submitted,

S. Scott McDowell



Public Works Report September 21, 2016

Karl Frink, Public Works Superintendent

Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the months of August and September.
- *Distribution System* – Two leaks in the past two months. Public Works will soon be replacing the water line on Howe Street. The current line is an old steel 1 inch line serving two customers; the new line will be a two inch PVC line, which will balance the pressure for the two services much better.
- *Cross Connection Program*- All backflow devices hve been tested for this year. Three new backflow devices have been installed, with one still pending installation.
- *Water Treatment Plant* –Public Works scraped and cleaned filters 1 and 2, both filters are seasoned and back in service. All of the monitoring instrumentation has been calibrated to meet the state drinking water requirements. We have been experiencing trouble with the chlorine feed pump and off-gassing of our highly concentrated chlorine. We are currently experimenting with diluting down the chlorine and increasing the feed rate to minimize this problem. So far we have had very few problems with the chlorine feed system since taking this approach. We will continue to experiment to keep our system up and running as efficiently as possible.
- *Misc.* – Nothing further to report this month.

Sewer:

- *North Lagoons* – This facility has been mowed and sprayed again for weeds.
- *South Lagoons*- This facility has been mowed and sprayed again for weeds.
- *Collection System*- Nothing to report this month.
- *Misc.* – Nothing additional to report this month.

Streets:

- *Mowing/Tree Maintenance* – The tree stumps along Spalding Ave. have been removed and the old tree wells filled in with concrete. The trees along Faust Street have been trimmed and one dead tree was removed. One dead pine tree along Spalding Way has been removed. The walnut tree along Hausman Avenue has been trimmed and thinned to improve public safety.
- *Asphalt/ Gravel Road Maintenance* –All of the gravel city streets had dust control applied, as well as Kirk's Ferry Park parking lot. All of the street painting and marking is scheduled to be repainted soon. This work includes City Hall and downtown parking lots.
- *Storm Drainage* – Nothing to report this month.
- *Misc.* –Public works sprayed out weeds in all of the flower beds to keep the beds clean. The millrace pump station was shut down August 22nd per the State Watermaster's order.

Parks:

- *Pioneer Park* –We continue to perform general maintenance and grounds keeping in the park. The sewer lift station pumps in Pioneer Park had failed and have since been replaced with new pumps. The lift station is in good working order with the new pumps installed. The park hosts this year, Dave and Sharon Peterson, did a fantastic job taking care of the park and it's guests this year. New public awareness signs have been installed along the dangerous portions of the riverbank to help minimize accidents from occurring in those areas. This fall we will be removing the road between the river and the playground as the eroded riverbank is encroaching too close to the road and

could become unstable. We will remove the gravel and replace with soil, then reseed the area to return it to grass.

- *Blakely Park* – Public Works mows and maintains this park weekly.
- *Kirk's Ferry Park* – The Park is mowed and maintained as needed.
- *Remington Park* – 4 diseased white oak trees were removed from this park. Public works will be grinding out the stumps soon.

Cemetery:

- *Grounds* – The cemetery was mowed in August. Several burial plots and headstone placements have been marked out. The new sign at the cemetery was damaged and is in the process of being repaired.

Library:

- *Grounds*- This facility is mowed and maintained weekly.
- *Buildings*- A few minor building maintenance items have been repaired.

Downtown

- *Restrooms* – This facility is cleaned every Friday, or more often needed. The old bike rack in the flower bed was removed and will be delivered to Advanced Mechanical for overhaul. The plan is to place this bike rack in Pioneer Park once complete.
- *Garbage cans* – Down town garbage cans are emptied every Friday, or more frequently as noticed.
- *Parking Lot* – The parking lot will be restriped when the streets are repainted.
- *Misc.* – Renovation of the Red Shed is under way. A new metal roof has been installed, siding is being repaired and new batons are being installed to enhance the look of the building. We will also be installing/replacing two windows and installing garage doors to replace the sliding doors. Once construction is complete, we will repaint the entire building.

City Hall:

- *Buildings*- All of the heating units have been serviced as needed. The fire alarm system has been serviced. The council chambers restroom toilet has been repaired.
- *Grounds* –The grass is mowed and maintained weekly. The grass in front of City Hall has been fertilized and watered to keep the area green and fresh. The grass is mowed weekly and sidewalks are cleaned off as well.
- *Community Center*- Nothing to report this month.

Rec. Center:

- *Grounds*- This facility is mowed and maintained weekly.
- *Buildings*- The heating units have been serviced as needed. Several lights have been repaired or replaced as needed.

Public Works:

- *Grounds*- The grass is mowed as needed. The weeds have been sprayed.
- *Buildings*- Cleaning and organizing continues as time allows.
- *Misc.* – Preventative maintenance is being performed on all the vehicles and equipment. All of the equipment at public works has been repaired and ready for use.
- I attended the Summer Classics Training Conference in Seaside. This was a four day conference, which provides enough continuing education units to maintain all of my water and sewer certification licensing. I have a few more classes to attend to maintain my remaining certifications.
- Josh Kometz attended a one day waterline and meter maintenance class held in Independence.



Planning at a Glance

Permits Building, Plumbing, Mechanical, Fence, Etc.

- | | |
|---|------------------|
| • Ductless HP, Kitchen Vent, Indoor Units | Commercial |
| • 30X28 Addition | Residential |
| • Wood Stove Installation | Residential |
| • Ductless HP | Residential |
| • Doublecheck Valve & Water Heater | Residential |
| • 4 Fixtures + 100 ft Waterline | Residential |
| • HP, Wall Units, Condensate Pipe | Commercial |
| • Gas Furnace & HP (2 each) | Commercial |
| • Single Family Dwelling | Residential |
| • Accessory Structure | Community Garden |
| • Fence | 622 Kirk |
| • Fence | 404 Bishop |

Land Use Permits

Three Conditional Use Applications for an Airbnb service as a Home Occupation were submitted to the City in August. Two were approved with Conditions by the Planning Commission at the September 12th, 2016 hearing (114 Holloway Heights, Special Development Zone, & 232 Spaulding Avenue, High Density Residential). The third application was withdrawn by the applicant until further notice. I think this is a neat niche for Brownsville; it opens up additional lodging opportunities and encourages visitors to experience the charm of this pioneer town. On the other side of that, some cities are finding it difficult to regulate these rentals; thankfully, the City of Brownsville requires a service like this to go through the Conditional Use Permit process, where the application can be evaluated and criteria and conditions can be placed to help ensure the land use is compatible with local and other applicable laws.

New Floodplain Information

Mr. McDowell and I are keeping in contact with Planning Consultant Dave Kinney to better understand the potential and likely inevitable changes in Floodplain Development and the associated requirements. I have spoken with several property owners who have inquired about land development options, only to be unpleasantly surprised with the possible restrictions they may face in the future. Not to say that Floodplain Development is unattainable, however, it will certainly be more regulated than it was in the past. I have urged potential property owners to do their "due diligence" when a property that is located in the floodplain catches their eye. So, still moving forward...at what sometimes feels like a complete stop. ☺

Elizabeth Coleman



LINN COUNTY SHERIFF'S OFFICE

Bruce W. Riley, Sheriff

1115 S.E. Jackson Street

Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

2016

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

FOR THE MONTH OF: August

TRAFFIC CITATIONS: -----	3
TRAFFIC WARNINGS: -----	9
TRAFFIC CRASHES: -----	0
ADULTS CITED / VIOLATIONS: -----	1
ADULTS ARRESTED: -----	4
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	69
TRAFFIC HOURS-----	16

TOTAL HOURS SPENT IN: BROWNSVILLE 220

CONTRACT HOURS= 202 HOURS

**Bruce W. Riley,
Sheriff, Linn County**

By: Sergeant Greg Klein

PATRL_RPT#2 City Incident Report

ENTRY

DATE	ENTRY TIME	CALL DESCRIPTION	ADDRESS	CITY	DESCRIPTION
8/30/16	18:21:44	FRAUD	LOUCKS WY	Brownsville	Incident Report No Additional Report Necessary
8/30/16	14:44:21	DOG COMPLAINT	S MAIN ST	Brownsville	No Additional Report Necessary
8/30/16	13:55:21	DOG COMPLAINT VIOL OF RESTR	KIRK AV	Brownsville	No Additional Report Necessary
8/29/16	1:48:39	ORDER VIOL OF RESTR	TEMPLETON ST	Brownsville	Incident Report
8/29/16	0:26:08	ORDER INFORMATION	TEMPLETON ST	Brownsville	Incident Report No Additional Report Necessary
8/27/16	5:04:52	REQUEST/REPORT	WALNUT AV	Brownsville	WARNING - EQUIPMENT VIOLATION
8/26/16	21:48:50	Trf Equipment Viol UNAUTHORIZED ENTRY TO MOTOR	N MAIN ST	Brownsville	No Additional Report Necessary
8/26/16	20:16:51	VEHICLE SUSP-	LINN WY	Brownsville	No Additional Report Necessary
8/26/16	19:30:36	CIRCUMSTANCES	STANARD AV	Brownsville	Necessary
8/26/16	15:09:42	JUV-RUNAWAY RPT PHONE-	KIRK AV	Brownsville	Incident Report No Additional Report Necessary
8/26/16	9:26:31	HARASSMENT ASST-OUTSIDE	WILLSON AV NORTHPOINT	Brownsville	No Additional Report Necessary
8/26/16	0:14:41	AGENCY	LOOP	Brownsville	No Additional Report Necessary
8/25/16	9:54:56	VIOL CITY ORD	KIRK AV	Brownsville	No Additional Report Necessary
8/25/16	9:05:18	HAZ-TRAFFIC	N MAIN ST	Brownsville	No Additional Report Necessary
8/24/16	18:03:30	ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
8/23/16	19:00:48	NEGLECT	KIRK AV	Brownsville	No Additional Report Necessary
8/22/16	16:22:40	NEGLECT	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/22/16	14:18:57	JUV-COMPLAINT VIOL OF RESTR	ROBE ST	Brownsville	No Additional Report Necessary
8/21/16	10:02:47	ORDER	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/20/16	21:09:57	DOG COMPLAINT	OAK ST	Brownsville	No Additional Report Necessary
8/19/16	11:12:38	PROP-FOUND SUSP-	KIRK AV	Brownsville	No Additional Report Necessary
8/18/16	13:08:29	CIRCUMSTANCES	WALNUT AV	Brownsville	No Additional Report Necessary
8/18/16	10:14:56	WARRANT SERV	N MAIN ST	Brownsville	Necessary
8/18/16	5:38:35	CRIM MISCHIEF	S MAIN ST	Brownsville	Incident Report No Additional Report Necessary
8/17/16	20:02:39	THREATS	N MAIN ST	Brownsville	Necessary

PATRL_RPT#2 City Incident Report

8/17/16	19:35:26 INTOX SUBJ	SPAULDING AV	Brownsville	No Additional Report Necessary
8/17/16	15:03:24 911 HANGUP	AVERILL ST	Brownsville	No Additional Report Necessary
8/17/16	12:34:34 JUV-COMPLAINT	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/16/16	23:38:16 Trf Equipment Viol	WASHBURN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
8/16/16	23:31:00 Trf Equipment Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
8/16/16	21:16:27 JUV-COMPLAINT	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/16/16	12:52:20 DOG COMPLAINT PHONE-	OAK ST	Brownsville	No Additional Report Necessary
8/15/16	12:29:58 HARASSMENT	LINN WY	Brownsville	No Additional Report Necessary
8/15/16	11:09:21 TRESPASS	S MAIN ST	Brownsville	No Additional Report Necessary
8/14/16	3:46:13 Trf Speed Viol PHONE-	HAUSMAN AV	Brownsville	WARNING - SPEEDING VIOLATION
8/13/16	16:55:42 HARASSMENT SUSP-	LINN WY	Brownsville	No Additional Report Necessary
8/12/16	20:08:31 CIRCUMSTANCES PHONE-	PARK AV E WASHINGTON	Brownsville	Incident Report No Additional Report Necessary
8/12/16	13:23:29 HARASSMENT	AV	Brownsville	No Additional Report Necessary
8/12/16	1:58:50 PROWLER RPT	AVERILL ST	Brownsville	No Additional Report Necessary
8/11/16	22:26:22 Trf Equipment Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
8/11/16	22:26:22 Trf Equipment Viol	S MAIN ST	Brownsville	CITE ISSUED - DWS/NO ODL
8/11/16	18:07:38 Trf Citz Compl	KIRK AV	Brownsville	No Additional Report Necessary
8/11/16	17:11:20 THEFT-RPT	ASH ST	Brownsville	No Additional Report Necessary
8/11/16	13:14:51 Trf Citz Compl	N MAIN ST	Brownsville	No Additional Report Necessary
8/11/16	12:29:09 CIV DISP RPT	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/11/16	9:10:39 DISTB-DOMESTIC	FILBERT ST	Brownsville	No Additional Report Necessary
8/11/16	0:15:55 HARASSMENT RPT CIV PROCESS- RESTRAINING	TEMPLETON ST	Brownsville	No Additional Report Necessary
8/10/16	15:08:49 ORDER	TEMPLETON ST	Brownsville	Civil process, service completed

PATRL_RPT#2 City Incident Report

8/10/16	14:45:45 PARKING COMPL	KIRK AV	Brownsville	No Additional Report Necessary
8/10/16	12:21:26 SUSP-VEHICLE	WALNUT AV	Brownsville	No Additional Report Necessary
8/10/16	11:58:24 DOG COMPLAINT CIV PROCESS- RESTRAINING	N MAIN ST	Brownsville	No Additional Report Necessary
8/10/16	10:59:14 ORDER	TEMPLETON ST	Brownsville	Civil process atmpted, not served
8/10/16	8:40:55 ALARM - POLICE	S MAIN ST	Brownsville	No Additional Report Necessary
8/09/16	18:32:01 DISTB-DOMESTIC SUSP-	KIRK AV	Brownsville	No Additional Report Necessary
8/09/16	14:43:14 CIRCUMSTANCES	KIRK AV	Brownsville	No Additional Report Necessary
8/09/16	8:05:16 Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING
8/09/16	8:05:16 Trf Speed Viol	N MAIN ST	Brownsville	VIOLATION
8/09/16	8:02:01 EXTRA PATROL	N MAIN ST	Brownsville	Focus Patrol
8/08/16	14:54:27 SEX OFFENSE	W BLAKELY AV	Brownsville	Focus Patrol
8/08/16	11:53:32 JUV-COMPLAINT	WALNUT AV	Brownsville	No Additional Report Necessary
8/08/16	11:32:51 EXTRA PATROL	N MAIN ST	Brownsville	No Additional Report Necessary
8/07/16	1:43:21 DISTB-DOMESTIC	TEMPLETON ST	Brownsville	Focus Patrol
8/06/16	18:15:03 CRIM MISCHIEF ASST-OUTSIDE	KIRK AV	Brownsville	No Additional Report Necessary
8/06/16	12:05:06 AGENCY ASST-OUTSIDE	E COOLEY AV	Brownsville	Incident Report
8/06/16	8:24:05 AGENCY	KIRK AV	Brownsville	No Additional Report Necessary
8/05/16	19:10:46 SUSP-PERSON	PARK AV	Brownsville	No Additional Report Necessary
8/05/16	17:10:08 Trf Cell Phone Use	S MAIN ST	Brownsville	CITE ISSUED - CELL PHONE USE VIOL
8/05/16	17:00:08 Trf Cell Phone Use	WASHBURN ST	Brownsville	WARNING - CELL PHONE USE
8/05/16	15:20:23 Trf Cell Phone Use	S MAIN ST	Brownsville	VIOLATION
8/05/16	14:01:39 VIOL CITY ORD	KAY AV	Brownsville	WARNING - CELL PHONE USE
8/05/16	11:17:13 SUSP-VEHICLE	FISHER ST	Brownsville	VIOLATION
8/05/16	0:47:14 911 HANGUP	AVERILL ST	Brownsville	No Additional Report Necessary
8/04/16	20:58:44 SUSP-VEHICLE	TEMPLETON ST	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

8/04/16	14:46:24 WARRANT SERV	SPAULDING WY	Brownsville	No Additional Report Necessary
8/04/16	13:45:24 SUSP-PERSON	SPAULDING WY	Brownsville	No Additional Report Necessary
8/03/16	12:05:50 Trf Equipment Viol	PARK AV	Brownsville	WARNING - EQUIPMENT VIOLATION
8/03/16	12:05:50 Trf Equipment Viol	PARK AV	Brownsville	Focus Patrol
8/03/16	10:24:52 ALARM - POLICE	SCHOOL AV	Brownsville	No Additional Report Necessary
8/03/16	9:33:44 WARRANT SERV	WASHBURN ST	Brownsville	Civil process atmpted, not served
8/02/16	20:52:32 JUV-COMPLAINT ASST-OUTSIDE	E HWY 228	Brownsville	No Additional Report Necessary
8/02/16	17:47:21 AGENCY	FILBERT ST	Brownsville	No Additional Report Necessary
8/01/16	15:19:30 Trf Cell Phone Use	WASHBURN ST	Brownsville	WARNING - CELL PHONE USE VIOLATION
8/01/16	11:23:15 DISPUTE-NEIGHBOR	W WASHINGTON AV	Brownsville	No Additional Report Necessary
8/01/16	0:18:55 ALARM - POLICE	S MAIN ST	Brownsville	No Additional Report Necessary



LINN COUNTY SHERIFF'S OFFICE

Bruce W. Riley, Sheriff

1115 S.E. Jackson Street

Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

2016

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

FOR THE MONTH OF:

July

TRAFFIC CITATIONS: -----	12
TRAFFIC WARNINGS: -----	29
TRAFFIC CRASHES: -----	0
ADULTS CITED / VIOLATIONS: -----	0
ADULTS ARRESTED: -----	4
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	2
COMPLAINTS/INCIDENTS INVESTIGATED: -----	45
TRAFFIC HOURS -----	19

TOTAL HOURS SPENT IN: BROWNSVILLE 205

CONTRACT HOURS= 202 HOURS

**Bruce W. Riley,
Sheriff, Linn County**

By: Sergeant Greg Klein

PATRL_RPT#2 City Incident Report

ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	ADDRESS	CITY	DESCRIPTION
7/30/16	20:38:39	Trf Speed Viol	N MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
7/30/16	20:08:59	Trf Seatbelt	TEMPLETON ST	Brownsville	WARNING - SEATBELT VIOLATION
7/30/16	19:54:39	Trf Speed Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
7/30/16	19:54:39	Trf Speed Viol	S MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
7/30/16	19:54:39	Trf Speed Viol	S MAIN ST	Brownsville	Focus Patrol
7/30/16	14:34:06	OTHER-OUT OF CAR	W BISHOP WY	Brownsville	Civil process, service completed
7/30/16	11:47:28	OTHER-OUT OF CAR	MILLHOUSE ST	Brownsville	Civil process, service completed
7/30/16	11:40:16	OTHER-OUT OF CAR	W BISHOP WY	Brownsville	Civil process atmped, not served
7/29/16	21:24:32	DOG COMPLAINT	S MAIN ST	Brownsville	No Additional Report Necessary
7/28/16	18:21:00	DOG COMPLAINT	N MAIN ST	Brownsville	No Additional Report Necessary
7/28/16	14:54:04	NEGLECT	KAY AV	Brownsville	No Additional Report Necessary
7/28/16	13:28:35	WELF CHECK	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/28/16	11:22:53	JUV-COMPLAINT	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/27/16	16:36:00	Trf Equipment Viol	WALNUT AV	Brownsville	WARNING - EQUIPMENT VIOLATION
7/27/16	12:12:59	Trf Equipment Viol	S MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
7/27/16	12:04:50	Trf Speed Viol	S MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
7/27/16	11:13:34	NARCOTICS OFF	S MAIN ST	Brownsville	No Additional Report Necessary
7/25/16	0:10:11	SUSP-PERSON	N MAIN ST	Brownsville	No Additional Report Necessary
7/24/16	11:11:00	Trf Speed Viol	PARK AV	Brownsville	WARNING - SPEEDING VIOLATION
7/23/16	22:53:12	INTOX SUBJ	SPAULDING AV	Brownsville	No Additional Report Necessary
7/23/16	21:45:45	Trf Cell Phone Use	WALNUT AV	Brownsville	Incident Report

PATRL_RPT#2 City Incident Report

7/23/16	21:32:22	TRAFF-OTHER VIOL	N MAIN ST	Brownsville	WARNING - CELL PHONE USE VIOLATION
7/23/16	21:18:36	Trf Moving Viol	N MAIN ST	Brownsville	WARNING - MOVING VIOLATION
7/23/16	21:04:15	TRAFF-OTHER VIOL	N MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
7/23/16	20:24:09	Trf Seatbelt	S MAIN ST	Brownsville	CITE ISSUED - SEATBELT VIOLATION
7/23/16	20:14:40	Trf Seatbelt	N MAIN ST	Brownsville	CITE ISSUED - SEATBELT VIOLATION
7/23/16	19:28:08	Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
7/23/16	19:28:08	Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - NO INSURANCE
7/23/16	19:28:08	Trf Speed Viol	N MAIN ST	Brownsville	Citation issued
7/23/16	18:53:11	Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SEATBELT VIOLATION
7/23/16	18:53:11	Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
7/23/16	18:48:52	TRAFF-OTHER VIOL	N MAIN ST	Brownsville	WARNING - SEATBELT VIOLATION
7/23/16	18:38:20	TRAFF-OTHER VIOL	N MAIN ST	Brownsville	WARNING - SEATBELT VIOLATION
7/23/16	17:32:28	Trf Seatbelt	N MAIN ST	Brownsville	WARNING - SEATBELT VIOLATION
7/23/16	16:27:27	Trf Seatbelt	PUTMAN ST	Brownsville	WARNING - SEATBELT VIOLATION
7/23/16	14:44:49	WARRANT SERV	E BISHOP WY	Brownsville	No Additional Report Necessary
7/23/16	14:28:36	Trf Observe Susp Activity	E BISHOP WY	Brownsville	WARNING - SUSP VEHICLE/ACTIVIY
7/23/16	12:52:06	PERS-MISSING	PARK AV	Brownsville	No Additional Report Necessary
7/23/16	11:04:31	NEGLECT	ROBE ST	Brownsville	No Additional Report Necessary
7/23/16	11:04:31	NEGLECT	ROBE ST	Brownsville	MDT Narrative Update
7/23/16	11:04:31	NEGLECT	ROBE ST	Brownsville	MDT Narrative Update
7/22/16	17:16:40	NEGLECT	ROBE ST	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

7/22/16	15:17:17 ASSAULT REPORT	MILLHOUSE ST	Brownsville	No Additional Report Necessary
7/22/16	15:17:17 ASSAULT REPORT	MILLHOUSE ST	Brownsville	MDT Narrative Update
7/22/16	13:20:23 DEATH INV	SEVEN MILE LN	Brownsville	Incident Report
7/22/16	10:52:49 HARASSMENT RPT	WASHBURN ST	Brownsville	No Additional Report Necessary
7/21/16	17:20:23 Trf Citz Compl	WASHBURN ST	Brownsville	No Additional Report Necessary
7/20/16	22:51:51 SUSP-PERSON	E BISHOP WY	Brownsville	No Additional Report Necessary
7/20/16	21:18:13 EXTRA PATROL	N MAIN ST	Brownsville	Focus Patrol
7/20/16	9:24:24 CRIM MISCHIEF	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/20/16	9:08:18 WELF CHECK	ROBE ST	Brownsville	Incident Report
7/20/16	0:44:50 SUSP-PERSON	KIRK AV	Brownsville	No Additional Report Necessary
7/19/16	17:19:58 WARRANT SERV	S MAIN ST	Brownsville	No Additional Report Necessary
7/19/16	9:18:51 THEFT-RPT	HUME ST	Brownsville	No Additional Report Necessary
7/18/16	23:52:42 JUV-RUNAWAY RPT	E WASHINGTON AV	Brownsville	No Additional Report Necessary
7/18/16	7:55:58 ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
7/17/16	4:02:44 Trf Equipment Viol	ELM ST	Brownsville	WARNING - EQUIPMENT VIOLATION
7/17/16	4:02:44 Trf Equipment Viol	ELM ST	Brownsville	Focus Patrol
7/16/16	10:02:36 FOUND HORSE	FISHER ST	Brownsville	No Additional Report Necessary
7/16/16	7:58:35 PARKING COMPL	N MAIN ST	Brownsville	No Additional Report Necessary
7/15/16	21:13:10 CIV PROCESS-OTHER	KIRK AV	Brownsville	Focus Patrol
7/15/16	21:01:46 Trf Equipment Viol	E WASHINGTON AV	Brownsville	Civil process atrmpted, not served
7/15/16	21:01:46 Trf Equipment Viol	E WASHINGTON AV	Brownsville	Focus Patrol
7/15/16	21:01:46 Trf Equipment Viol	E WASHINGTON AV	Brownsville	CITE ISSUED - EQUIPMENT VIOLATION
7/15/16	20:44:11 CIV PROCESS-OTHER	ROBE ST	Brownsville	Civil process, service completed
7/15/16	20:25:21 CIV PROCESS-OTHER	E BLAKELY AV	Brownsville	Civil process, service completed
7/15/16	20:01:16 Trf Speed Viol	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
7/15/16	19:47:25 EXTRA PATROL	N MAIN ST	Brownsville	Focus Patrol
7/14/16	18:34:33 NARCOTICS OFF	KIRK AV	Brownsville	Incident Report
7/14/16	17:03:38 WARRANT SERV	SPAULDING AV	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

7/14/16	16:42:47	DISTB-DOMESTIC	MILLHOUSE ST	Brownsville	No Additional Report Necessary
7/13/16	23:36:54	VEH-REPO	KIRK AV	Brownsville	No Additional Report Necessary
7/13/16	19:41:47	JUV-COMPLAINT	N MAIN ST	Brownsville	No Additional Report Necessary
7/12/16	20:19:23	THEFT-RPT	HUME ST	Brownsville	No Additional Report Necessary
7/12/16	8:48:38	Trf Speed Viol	TEMPLETON ST	Brownsville	WARNING - SPEEDING VIOLATION
7/12/16	7:34:27	Trf Seatbelt	KIRK AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
7/12/16	7:19:59	Trf Speed Viol	TEMPLETON ST	Brownsville	WARNING - SPEEDING VIOLATION
7/12/16	7:12:50	Trf Seatbelt	WASHBURN ST	Brownsville	WARNING - SEATBELT VIOLATION
7/11/16	20:29:39	EXTRA PATROL	N MAIN ST	Brownsville	Call completed
7/08/16	9:53:27	TRESPASS	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/08/16	8:18:22	WARRANT SERV	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/08/16	8:08:51	TRESPASS	TEMPLETON ST	Brownsville	No Additional Report Necessary
7/08/16	7:41:07	CITY PARK VIOLATION	FIELDS CT	Brownsville	Warning issued
7/07/16	13:54:17	EXTRA PATROL	KIRK AV	Brownsville	No Additional Report Necessary
7/06/16	22:47:38	JUV-COMPLAINT	SPAULDING AV	Brownsville	Incident Report
7/06/16	19:37:29	CIV DISP RPT	ROBE ST	Brownsville	No Additional Report Necessary
7/05/16	16:21:11	THEFT-RPT	GALBRAITH ST	Brownsville	No Additional Report Necessary
7/05/16	11:27:22	THEFT-RPT	PARK AV	Brownsville	Incident Report
7/04/16	21:24:06	FIREWORKS COMPL	PINE ST	Brownsville	NARN Extra Patrol
7/04/16	17:22:23	ALARM - POLICE	N MAIN ST	Brownsville	No Additional Report Necessary
7/03/16	23:07:02	DEATH INV	W BISHOP WY	Brownsville	Incident Report



LINN COUNTY SHERIFF'S OFFICE

Bruce W. Riley, Sheriff
1115 S.E. Jackson Street
Albany, OR 97322
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www.linnsheriff.org

2016

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

FOR THE MONTH OF: June

TRAFFIC CITATIONS: -----	4
TRAFFIC WARNINGS: -----	4
TRAFFIC CRASHES: -----	1
ADULTS CITED / VIOLATIONS: -----	0
ADULTS ARRESTED: -----	0
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	59
TRAFFIC HOURS-----	3

TOTAL HOURS SPENT IN: BROWNSVILLE 222.75

CONTRACT HOURS= 202 HOURS

**Bruce W. Riley,
Sheriff, Linn County**

By: Sergeant Greg Klein



LINN COUNTY SHERIFF'S OFFICE

Bruce W. Riley, Sheriff

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Albany, OR 97322

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2016

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

FOR THE MONTH OF:

May

TRAFFIC CITATIONS: -----	21
TRAFFIC WARNINGS: -----	18
TRAFFIC CRASHES: -----	1
ADULTS CITED / VIOLATIONS: -----	1
ADULTS ARRESTED: -----	2
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	60
TRAFFIC HOURS-----	29
TOTAL HOURS SPENT IN:	BROWNSVILLE
	213

CONTRACT HOURS= 202 HOURS

**Bruce W. Riley,
Sheriff, Linn County**

By: Sergeant Greg Klein

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

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	35	1	1	35	
Violations	21	3	8	16	1
Contempt/Other	32	1	0	33	
TOTALS	88	5	9	84	

BALANCE SHEET FOR THE MONTH

Court Revenue

Total Deposits +	\$ 1,713.00
Total Bail Forfeits +	\$ -
Total Bail/Bank Fees -	\$ -
Total Bail Held -	\$ -
* Total Refund/Rest	\$ -
Total NSF's -	

Court Payments

City	\$ 1,156.00
Restitution	\$ 85.00
Oregon Dept Revenue	\$ 360.00
Linn County	\$ 112.00
State Misc.	\$ -
DUII Surcharge	\$ -

TOTAL COURT REVENUE	<u>\$ 1,713.00</u>	TOTAL COURT PAYMENTS	<u>\$ 1,713.00</u>
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Credit given for Community Service	\$ -
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Other Credit Allowed Against Fines	\$ -
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TOTAL NON-REVENUE CREDIT ALLOWED	<u>\$ -</u>
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TOTAL CASH PAYMENTS TO:

CITY	\$ 1,156.00
STATE	\$ 360.00
COUNTY	\$ 112.00

*REFUND/RESTITUTION	\$ 85.00
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ACCOUNTS RECEIVABLE:

BEGINNING	\$ 2,633.00
ENDING	\$ 2,633.00



Library Advisory Board

Librarian's Report

August 2016

During the month of August I submitted the Ready To Read Grant for the 2017 Summer Reading Program. August is also the time I set aside to put together the Library Statistical Report for the 2015/16 Library year. With these two projects behind me, I set to typing card catalog cards for more than 40 books, answering questions at the front desk, watering the Daphne plant and teddy bear sunflowers out front, boxing up book donations (Book Sale starts December 3), tidy up the Kirk Room, organize tasks for volunteers, and straighten the children and junior book shelves. Just to mention a few. The Library was fortunate this summer to include four teen volunteers among our ranks. Aydin Timmons, Colton Running, Sophia Griffith and Riley Coleman have been contributing their strengths to our Library this summer. Aydin and Colton help keep the library building swept clear of debris and inside they have been learning how the card catalog works. Sophia Griffith is a bright young lady who has taken over the counter on Wednesday afternoons much to the Librarian's appreciation. She has also worked on a variety of small projects for me. Riley Coleman has set a new standard of bulletin board. Drop by and see how these local youth are making our library a fun and attractive community space.

Here are a few facts about our library the month of August 2016. We have received 37 new books for the library. Volunteers donated 202.75 hours to our library. There were 1,381 materials checked out. 419 adult fiction books; 198 adult non-fiction books; 92 audio books; 188 children's books; 322 junior books; 23 junior reference books and 66 large print books.

Respectfully submitted,

Sherri Lemhouse
Librarian



Library Advisory Board

Librarian's Report

July 2016

Here are a few facts about our library the month of July 2016. We have received 26 new books for the library. Volunteers donated 207.5 hours to our library. There were 1,487 materials checked out. 375 adult fiction books; 134 adult non-fiction books; 125 audio books; 329 children's books; 437 junior books; 43 junior reference books and 44 large print books.

Together with the current Library Advisory Board members, I am delighted to include Gwen Landon and Barbara DeRobertis to the Brownsville Community Library Advisory Board. Their additional expertise and experience will greatly benefit the smooth working of the Library Advisory Board.

It may be hard to believe that even Librarians get stage fright. But I do. Each year before the Summer Reading Program begins, I get stage fright. Will the reader show up, what if no one comes? Will the volunteers be able to cope with the crowds and the front desk? And I get oh so many more insecurities. This year the Summer Reading Program was stupendous! In years past participation would drop each week. This year we actually ended very close where we began. The children's program participation was a bit higher overall. However the youth program participation was down. This was partly due to the fact that many were participants in the program for the younger set. I love to see leadership develop in today's youth! I did get over my stage fright within the first 10 minutes of the program. Summer Reading Program Coordinator Sarah Glenn had it well in hand. Together with Young Adult Coordinators DeEtte Ealy and Kristin Whitehead all ran smoothly. The deadline for the 2017 Summer Reading Program is August 31, 2016, amazingly enough. It is almost ready for submission.

Respectfully submitted,

Sherri Lemhouse
Librarian



2015-2016 Council Goals

Goals 2015-2016

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

GOALS PROGRESS UPDATE

1. Focus on the Fundamentals.

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



2015-2016 Council Goals

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

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

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

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

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

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

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

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

2. Water Rights.

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

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

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

3. Economic Development Plan.

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

Plan: Continue working with East Linn communities and the Ford Foundation. The Go Team proposal is gaining public exposure. Continue working with the Brownsville Chamber of Commerce, Visit Linn



2015-2016 Council Goals

Coalition and the Bi-Mart Willamette Country Music Festival to drive local financial viability of businesses. McFarland Cascade is currently using their entire property and looking to possibly add more. The land that has been thought of as a possible 'industrial park' has recently been purchased for the purpose of growing grapes. The new owner has the entire property planted.

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

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

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

4. Community Development Plan.

- *Refine Zoning Rules & Requirements.*
- *Consider & Adopt New Policies & Standards.*
- *Finish & Implement a Sidewalk Program.*
- *Improve Partnerships with CLSD.*

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

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

5. Capital Improvements Plan.

- *Execute 2015 Water Improvements Project Contracts.*
- *Plan & Construct Downtown Wastewater & Stormwater Improvements.*
- *Estimate City portion of Kirk Avenue Improvements.*
 - Wastewater Treatment & Collections



2015-2016 Council Goals

- Council has budgeted for a well for the South Plant.
- Council understands that nearly 45% of the collection lines are in need of replacement.
- Kirk Avenue Improvements
 - Council has determined that the first block of Kirk from Main Street to Averill Street will be fully reconstructed with sidewalks, curb and gutter improvements. The remainder of Kirk Avenue will be a grind and overlay project.
 - Council's only other alternative is to execute the project as a City project and assess all abutting property owners according to the project cost.

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

6. Organizational Development.

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

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

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

7. Emergency Preparedness Plan.

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

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

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



2015-2016 Council Values

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

Council Vision Statement

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

A Vision for Brownsville

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

Tag line

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

Who we are?

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

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

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



2015-2016 Council Values

What do we want for Brownsville?

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

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

Organizational Development

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

NOTES: Council has discussed many organizational theories & objectives as well as identifying important critical thinking models that will serve as a guide for making better decisions. Below are a few of those models:

THE PROCESS OF PROGRESS

1. Recognize/Identify
2. Accept/Agree
3. Strategize/Develop Action Steps
4. Implement/Execute
5. Review Outcomes



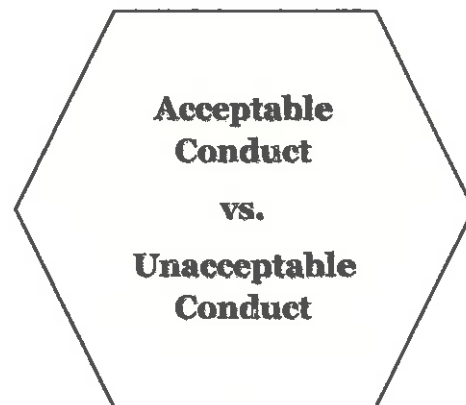
2015-2016 Council Values

LEXIPOL'S 10 FAMILIES OF RISK MODEL

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

How are expectations set in City Government?

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



RURAL LINN COUNTY ECONOMIC DEVELOPMENT PROPOSAL



Contributors: Sheryl Casteen, Sharon Kanareff, Craig Martin, Scott McDowell, Jo Ann McQueary, John Morrison, Ronn Passmore, Peggy Purkerson, Bob Thayer

Enclosed is a modest proposal for addressing economic vitality or lack thereof in rural Linn County. This proposal was prepared by residents of Linn County who are graduates of the Ford Institute Leadership Program and who are concerned with the long term health of our rural communities.

When our city cousins come to visit they often comment on our good fortune; being surrounded by natural beauty, snow covered mountain peaks, rushing rivers and spring lambs frolicking in rich green fields. They don't comment on, and we would be embarrassed if they did, the empty store fronts in our downtowns, the ramshackle condition of our housing, the obvious aging of our population.

It is easy to see the impact of economic decline on a rural community. What is not so apparent is the shattering of the communities' very fiber. As jobs leave, the communities' volunteer base – the people who coach the little league, man the fire engines, or serve on the school board – goes with them.

Local governments and other organizations struggle to keep things functioning by providing assistance in health care, housing, and training, but it never seems to be enough.

We believe the best possible assistance comes in the form of increased family wage jobs. Clearly Samaritan Health, Selmet and other local midsized companies have contributed positively in this endeavor. Federal, State, County, education, and volunteer organizations offer a cornucopia of business support programs. However, most of our businesses are unaware of these programs and have no idea how to access them.

Our plan calls for the implementation of five (5) specific strategies focused on connecting area businesses with existing agencies and programs, navigating the regulatory environment, and assisting with marketing in the age of social media. We believe these strategies are best achieved with face to face contact between a knowledgeable planner and the rural business owner.

It is a good plan, maybe not “the plan” many hope for but, a well thought out local plan, with goals, strategies, staffing, a job description, and a budget. Articles of incorporation and proposed bylaws are included should it be necessary to form a separate organizational entity. This plan calls for a full time staff of one skilled individual and a budget of \$150,000 per year for three years. A significant amount, but not extravagant if one is serious about improving the economy in all of rural Linn County.

We ask you to examine this plan and compare it to other plans you have heard about or seen. If you believe this is the time for “a little less conversation and a little more action,” please join us with a letter of support, a pledge of financial resources, and a commitment to increase the economic and social wellbeing of all individuals living in rural Linn County.

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Economic Development Proposal 2016

I. EXECUTIVE SUMMARY

Rural Linn County surrounds its residents with scenic beauty and unlimited outdoor recreation. Unfortunately, residents are also surrounded by higher than average rates of unemployment and poverty, resulting in higher rates of domestic violence, child abuse, drug use and crime. There are numerous public and private programs to assist people, but we believe our proposal goes to the heart of the matter—increased jobs.

After an analysis of these issues and conversations with community, business and government leaders, Linn County graduates of the Ford Institute Leadership Program propose the creation of a Rural Linn Economic Development (RLED) entity with staff capacity to focus on expanding the kind of businesses existing in rural areas: construction and home repair, mom and pop retail operations, personal service businesses, etc. Initially, the RLED organization would employ one individual, manage a budget of \$150,000 and be housed by a fiscal sponsor. In time the organization could seek 501 (c) corporation status. The organization would be governed by an advisory board composed of business, community and government leaders.

In order to achieve rural economic growth goals, the RLED organization and staff will pursue the following strategies:

1. Establish a rural-focused, primary point of contact that will collaborate with all existing service organizations to align and focus resources.
2. Connect new entrepreneurs with learning opportunities and start-up support.
3. Assist existing or relocating businesses in successfully implementing their growth strategies.
4. Link existing and potential rural Linn County employers with a skilled and trained workforce.
5. Advocate for stimulus programs, legislative, regulatory or government; particularly those directed at workforce readiness and development.

The anticipated results of this effort are increased economic prosperity and social well-being for individuals living in rural Linn County.

Rural areas thrive on connectedness. Individuals who work and prosper in the community not only contribute to the local economy, they also tend to volunteer more, be more involved in the schools, support local clubs and charities, participate in neighborhood safety, and generally are more engaged citizens, helping build the social capital of our rural communities.

Economic Development Proposal 2016

II. PROPOSAL

Name: Rural Linn Economic Development (RLED) Organization

Mission: Transform rural Linn County by 2030 into a leading region for livability and economic prosperity for all who call the region home.

Goal: Develop an association of business, government and community leaders to secure funding, build capacity, and align regional support to focus and drive innovative economic and community development strategies in rural Linn County, Oregon.

Why Regional Rural Economic Development?

Rural Linn County surrounds its residents with scenic beauty and unlimited outdoor recreation. Unfortunately rural Linn County is also home to a population where 20% of residents live in poverty. Unemployment, though down from the high of 13.8% in 2009 to 7.5% in the fall of 2015, is still above our neighboring counties. Drug use, domestic violence and child abuse continue to be among the highest in the state of Oregon. In addition, our four-year cohort graduation rate lags behind the nearest counties at about 50% in 2014. Linn County's population continues to grow, but with more than 25% of its residents under the age of 20 we need to plan for future generations.



While there are many public and private programs in place to assist people in distress, we are seeking a solution that is more than a short-term fix.

We held conversations with county, business, and educational leaders to explore strategic solutions to address the numerous challenges facing rural Linn County. Discussions returned again and again to jobs and economic growth as a solution for many of those challenges. It is widely understood that one of the best ways to lift people from poverty and remedy many of the issues outlined above, comes in the form of family wage jobs and economic growth.

Why the focus on rural? These conversations and research also made clear that there is no coordinated effort to address rural economic development. Our County Commissioners recently highlighted that rural Linn County's job growth and economic development lags behind the rest of the county. During a discussion of their recent support of RAIN (Regional Accelerator & Innovation Network) in Linn County, Commissioner Nyquist said of our county, that our "economy can be divided into four sectors:

- The Samaritan Health Campus and COMP-Northwest medical school;
- Albany's rare metal companies, on an upswing due to improved aerospace opportunities;
- Agriculture; and
- Rural Linn County, where the economy is lagging."

**Commissioners OK economic development funding, Albany Democrat-Herald, 12/22/2015*

Economic Development Proposal 2016

All of these sectors directly affect our rural communities; this is precisely why we are committed to and focused on our rural Linn County communities.

Proposed Solution

We recognize there are efforts in Linn County and beyond which support large-scale urban economic development. But none are specifically advancing the needs and challenges of creating, maintaining and supporting new and existing small business in our rural areas. Our research shows the economic driver of our rural communities to be small businesses, with 88% having fewer than 20 employees and, of those, most having only 1-2 employees. Opportunities also exist in young entrepreneurs with technical skills, health care related professions and services, and recreational equipment manufacturing.



Our recommendation is the creation of a Rural Linn Economic Development (RLED) organization, led by a professional economic development staff person, which will pursue economic development, small business support strategies through network building, and collaborative partnerships with existing organizations, services and resources. RLED will focus on businesses currently existing and emerging in our area: small with fewer than twenty (20) employees, service providers who are tourist or recreation oriented, and those supporting the developing health care industry. The State Employment Department has indicated that manufacturing is still in a slow recovery period. The State also expects the economic outlook statewide to show a possible slowdown in 2017-18. Our proposal is a timely, reasonable, and necessary answer to meet the challenges facing rural Linn County.

First, we will hire and support a skilled economic development professional for a position specifically designed to provide collaborative leadership for rural economic development strategies. This position will lead efforts to achieve the mission of "transforming rural Linn County into a leading rural region for livability and economic prosperity for all who call the region home."

Second, as previously stated, there is no consistent and coordinated effort to address the economic needs of rural Linn County. By hiring a position dedicated to advance and champion the needs and challenges of the rural economy, we will create that point of contact needed for rural economic and community development. It is our intent to coordinate existing efforts and partnerships and expedite the response to rural business needs.

Third, the RLED organization would connect emerging and existing businesses with development resources, potential financing, and other resources, as well as identify available sites or buildings and potential new businesses. RLED would also work with existing organizations to assist in matching skills and educational needs for would-be employers.



Economic Development Proposal 2016

More specific strategies and outcomes are found in Section IV of this proposal.

Other Benefits of Rural Economic Growth

Success is measured not just by financial indicators and jobs, but also across social, economic, health, and natural outcomes. Creating employment opportunities in rural areas has the added benefit of increased connectedness within and across the rural communities of Linn County. Rural quality of life is intimately tied to a person's ability to be connected to the community and environment. Traveling out of the local communities for employment breaks this vital connection both physically and emotionally and results in significant reduction in social capital and community capacity. Economic prosperity allows residents to re-invest in our communities.

In addition, local employment and business opportunities provide further incentives for rural youth to consider remaining in and connected to their community and/or to return later in life to contribute to rural vitality. The benefits of investing in our rural communities go far beyond economic advantages by contributing to a rich and vibrant life.



Economic Development Proposal 2016

III. COLLECTIVE IMPACT

Beyond Economic Development through Collective Impact

CORE ELEMENTS OF A COLLECTIVE IMPACT APPROACH



Though our focus is business and job growth, we recognize communities that thrive are ones which support local residents, and maintain and plan infrastructures with current and future needs in mind. While it makes sense to develop many of these plans as an individual city, it is practical for the health and growth of all our communities to also utilize a regional approach to planning.

Our process was thorough, generated input from many local leaders and community members, and our proposal is supported by research and exploration of successful projects and models around our region and

state. By using the framework and principles known as Collective Impact, employed successfully in other communities, we were able to lay out a collective approach which supports individuals in pursuing their passions as well as alignment of those efforts across sectors. This approach recognizes the complexity of rural community vitality, and creates the opportunity to achieve more significant economic prosperity and livability outcomes. The approach was originally envisioned for East Linn County (*See Appendix, Collective Impact*) and now has been expanded to include all of rural Linn County.

Our belief is that our greatest opportunity to build a regional and collaborative approach right now is in rural Linn County economic growth strategies. This focus will positively influence change efforts across multiple outcome areas:

1. Increase community/regional livability and livability indicators across jobs and business growth, educational achievement, social well-being, health and wellness.
2. Decrease markers and indicators of poverty, substance abuse, child abuse, homelessness and property crime.



Economic development goes to the heart of a community's well-being and vitality. We have identified five economic growth strategies (*see Section IV, Strategy*) that we believe will significantly contribute toward many of these outcomes. In order to see the continued success of our rural towns and communities, we need to address the critical need of ensuring that rural communities use coordinated strategies, have access to support and networks, have strong relationships of trust, and have a champion to meet the challenges of creating and keeping business alive and thriving. Our proposal is one step on the path to create and grow existing businesses: jobs beget jobs.



Economic Development Proposal 2016

IV. STRATEGY

RLED has five areas of strategic emphasis. All are primarily directed at the needs of small enterprises normally found in rural areas. The strategies are further refined to support organizations which are service oriented, involved in outdoor recreation and tourism or those that support the rapidly developing health care industry. Creativity and flexibility is required here as the roadmap for rural small business development is less traveled and less known than other paths.

1. Establish a rural-focused, primary point of contact that will collaborate with all existing service organizations to align and focus resources.

A plethora of services and support organizations currently exist at state and local levels, but it is difficult for a small or mid-sized rural business owner to easily tap into these critical resources. By creating an entity to focus on these rural Linn County interests and represent them to other organizations, RLED will ensure those resources are better aligned, leveraged and accessed in our communities.



As a result of fostering collaboration, and helping align and focus resources for rural Linn:

- RLED will collect, catalog and share relevant information, organizations and services and will help enable smaller, rural businesses to access and utilize needed resources.
- By connecting existing and potential rural businesses to these resources, RLED will facilitate employment opportunities and economic growth.
- RLED will be the voice for smaller businesses in rural Linn County.

Economic Development Proposal 2016

Outcomes

- A complete inventory of local land use and zoning restrictions.
- A catalog of business services (e.g. banks, accounting, legal, commercial real estate firms and other professional services available for business owners and entrepreneurs.)
- Assistance available in navigating the myriad of state, county and local government rules and regulations.

2. Connect new entrepreneurs with learning opportunities and start-up support.

A prominent commercial real estate broker recently commented, “I see lots of potential entrepreneurs with great ideas and nothing else.” The “nothing else” these potential businesses lack is financial support for initial purchases, technical assistance, management support, legal training and support, and market research.

- RLED will use its developed network of existing individuals, organizations, and services to assist current and emerging entrepreneurs with “that something else.” For example, understanding market rents for vacant storefronts in various communities, guidance or help in developing business plans, or referrals for legal and professional advice on organizational structures and business practices.

Outcomes:

- RLED will employ a rural Linn business accelerator approach using the business incubator model developed by RAIN and services such as those provided by Senior Corps of Retired Executives (SCORE).
- RLED will suggest possible ways to acquire small business loans, grants, or other investors.

3. Assist existing or relocating businesses in successfully implementing their growth strategies.

Many rural businesses are one person or “mom & pop” service organizations whom rely on a personal skill, e.g. carpentry, small home repair projects, etc. They have a base of customers but they are reluctant to expand and take on employment risks because they lack management or administrative capacity, they are unfamiliar with regulatory requirements, they cannot find qualified workers and/or they are content with the business as it currently exists. Relocating businesses are faced with a maze of land use and other regulations, the need to locate a local lending institution that will assist them, and most importantly, a reliable source of skilled labor.

- RLED will assist local small businesses in developing marketing plans.
- RLED will suggest potential collaborators who could provide support services allowing the business to focus on its core skills.
- RLED will suggest additional products or locations.
- RLED can match new employers with potential sources of skilled labor.

Economic Development Proposal 2016

Outcomes:

- Complete evaluation of new opportunities.
- RLED becomes a behind the scenes partner helping new or existing business become more successful

4. Link existing and potential rural Linn County employers with a skilled and trained workforce.

A reliable source of trained people is critical to attracting new business and retaining existing businesses. Educational programs are underway through other organizations in the county to develop basic work skills. Linn Benton Community College, the City of Albany, Linn County and several local high schools have various programs to assist people of all ages to upgrade their skills, thus enhancing their employability. In addition, employers frequently have job specific training programs. However, existing employers also have made clear the need for basic or soft skills, i.e. timeliness, personal reliability, grooming.

- RLED will work to coordinate the efforts of all these trainers to produce a skilled workforce to meet current and future needs.
- RLED will advocate as needed for rural training programs that match the needs of existing and potential rural employers.

Outcomes:

- Businesses are matched with trained workforce.
- Businesses are attracted to rural Linn County due to an existing, skilled workforce.

5. Advocate for improved market conditions, legislative, regulatory or government; particularly those directed at workforce readiness and development.

Rural areas generally lack a voice or a seat at the negotiating table. Seldom are they aware of government programs funding or facilitating economic development efforts. Having a voice, particularly one connected to existing economic development service organizations, is critical to participating in these efforts. Further, ensuring small, rural oriented employers can be heard when legislative or regulatory changes are proposed is also important in maintaining employment and job growth.

- RLED will work with state, county and local governments to ensure regulations and legislation are designed to stimulate rather than stifle local rural business growth including the: SDC development, building permit process, and civil engineering process
- RLED will work to simplify this task by developing knowledge and contacts within existing organizations.

Economic Development Proposal 2016

VI. TIMELINE

- | | |
|--------------------------------|--|
| By July 1, 2016 | Funding Secured
Operating Agreements/Partnerships Finalized |
| August – October 2016 | Candidate Search, Recruitment and Selection |
| January 1, 2017 | Position Start Date |
| January – December 2017 | Relationship Building and Connecting Resources <ul style="list-style-type: none">➤ Community and Civic Introductions➤ Identify and Match Resources➤ Private Sector Connections |
| January – December 2018 | Partnership Development and Strategy Implementation <ul style="list-style-type: none">➤ Promote Resources and Services➤ Assist Local Business Growth Strategies➤ Collaborate on Workforce Readiness Strategies➤ Research Government Stimulus Options |
| January – December 2019 | Goal and Outcome Achievement <ul style="list-style-type: none">➤ Reduced Unemployment Rate➤ Increased Family Wage Opportunities➤ Increased Stability for “Mom and Pop” Business➤ Increased Business Resource Utilization➤ Program Sustainability |



Economic Development Proposal 2016

VII. ORGANIZATION

The Rural Linn Economic Development (RLED) proposal, recommends the creation of an organization whose purpose is to promote and support economic development in Rural Linn County, Oregon. The organization will focus on expanding existing small businesses (<20 employees). Emphasis will be given to the industry segments of health care, recreation, hospitality, tourism and entertainment.

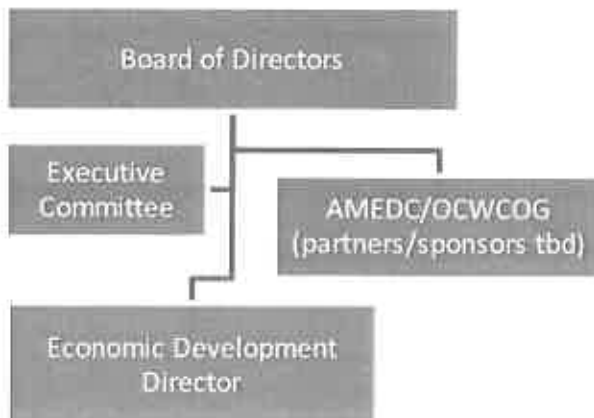


The organization's activities will include, but not be limited to, working collaboratively to:

(1) increase economic activity in East Linn County (2), assist existing or relocating businesses to successfully implement their growth strategies, (3) connect new entrepreneurs with learning opportunities and start-up support, (4) link existing and potential rural Linn County employers with skilled and trained workers, and (5) advocate for legislation, regulations and government programs to stimulate the economy.

RLED is first exploring partnership with an established entity working in the region to advance economic development. Should it be necessary to create an independent organization, RELED is prepared to seek appropriate non-profit, non-membership corporation status to carry out its work.

The organization will be governed by an advisory Board of Directors (up to 20 members) who will provide strategic guidance and elect members of the Executive Committee. The Executive Committee (5-7 members) will closely oversee the day to day operation and provide policy direction to the staff. The organization will initially employ one individual (Economic Development Director) and manage a yearly budget of \$150,000.00. After start-up, we expect sixty percent (60%) of the budget will come from public sources (city, county, state) and forty percent (40%) from private sources (businesses, organizations, grants, individuals). (See Section VIII, Budget.)



During start-up (2 to 3 years), when RLED will be more heavily dependent on grants, the organization could operate under a fiscal sponsor. This partnership may be more long-lived if the fit is appropriate for each entity. RLED is interested in partnering with Albany-Millersburg Economic Development Corp. (AMEDC), the Oregon Cascades West Council of Governments (OCWCOG), and/or another nonprofit entity, as its fiscal sponsor and to house the Director. It is anticipated that the fiscal sponsor will provide administrative support including secretarial, internet, telephone, office space and supplies, etc.

Economic Development Proposal 2016

VIII. POSITION DESCRIPTION

POSITION TITLE: Economic Development Director

STATUS: Regular Full-Time/Exempt

STARTING DATE: January 1, 2017

POSITION SUMMARY

(Summary of the essential purpose of the position)

The Economic Development Director of RLED is responsible for promoting and supporting a business environment that fosters economic success and livability for businesses and residents of rural Linn County.

The Economic Development Director provides executive leadership and encourages collaboration among area organizations, Chambers of Commerce, communities, and Linn County agencies.

The Executive Director provides leadership and supervision to staff and volunteers who carry out RLED's mission and programs.

The RLED Board's Executive Committee provides the Director with operational and policy guidance and support.

ESSENTIAL DUTIES AND RESPONSIBILITIES

(Duties that occupy a major portion of time and importance in the position)

Economic Development

- In cooperation with RLED's committees, plan, develop and carry out strategies to attract new businesses, to encourage expansion and retention of existing business and to promote a stronger economic base in the rural region.
- Identify and promote sources of technical, professional and financial assistance for businesses seeking to expand or relocate; serve as a referral resource for that assistance and serve as a resource in helping businesses take advantage of that assistance.
- Work with local officials to ensure City Code, goals and policies are supportive of business and economic development; work with regional and state officials and stakeholders toward the same outcomes.

Economic Development Proposal 2016

Fund Development

- Generally support pursuit of RLED's objectives by developing and maintaining positive relationships in the community and generating financial support and other assistance.
- Research and determine potential government and private sources of funding for rural economic development. Prepare grant requests and make proposals as appropriate.

Executive Leadership

- With strategic guidance from the Board of Directors and operational oversight from the Executive Committee, provide vision and strategic leadership for the development and execution of RLED's mission.
- Promote execution of RLED's Strategic Plan and Priorities, in cooperation with RLED's Executive Committee, act as managing director of RLED's projects.
- Promote and maintain RLED's credibility by effectively developing solutions to local economic development challenges and by influencing and building trust among all of RLED's constituent agencies and members of the greater community.
- Serve as an advisory resource to the community, business owners and visitors on matters related to business and economic development; advise and inform RLED's constituent agencies of business and economic trends that concern the greater community.
- In cooperation with RLED's Executive Committee, promote the activities of and provide staff support for RLED's Steering, Planning & Programming, and Marketing committees.
- Provide the Board with ongoing evaluation of RLED's performance and advice about RLED's goals and functions.
- Assist in preparation of RLED's annual budget.
- Promote effective communications with and among RLED's constituent agencies on matters of common concern.
- Effectively promote RLED's activities to the public.
- Represent RLED in contacts with other business and economic development resources and at related events.

Economic Development Proposal 2016

QUALIFICATIONS, KNOWLEDGE SKILL REQUIRED

(Education and experience needed to perform in the position adequately)

- A Bachelor's degree in Marketing, Business, Public Administration or related field is highly recommended. At the sole discretion of the RLED Board of Directors, sufficient related experience may be substituted for educational requirements.
- At least five years of advanced level economic development experience, with experience at a local level and demonstrated experience working with multiple partner collaborations strongly preferred.
- Thorough knowledge of effective principles, practices, methods and techniques of local business and economic development.
- Thorough knowledge of business concerns, practices and relocation needs and initiatives and demonstrated ability to promptly acquire familiarity with concerns and needs specific to a local business market area.
- Knowledge of and demonstrated ability to implement techniques and principles of public relations, external community image building and marketing.
- Proven resource development skills and experience, including a successful track record in tapping into private and public funding resources for local business and economic development.
- Proven leadership and program management skills and experience (including financial and human resource management skills).
- Effective interpersonal, presentation and other communication skills, including the ability to write concisely and persuasively and to cultivate and maintain effective relationships with constituents and others.
- Demonstrated successful experience in work with steering committees, boards of directors and other management committees.
- Demonstrated successful experience in work with government officials.
- Experience as a small business owner, or in working with small businesses.
- Familiarity and affinity with rural communities, particularly knowledge of and relationships in Linn County and/or the surrounding region.

Economic Development Proposal 2016

Work Hours

- Most of the Director's activities will be performed during the normal business week and hours. Flexibility to participate in some evening meetings with the Board, RLED committees, and other stakeholders, as well as occasional weekend activities and or events will be necessary.

ADA SPECIFICATIONS

(Physical demands that must be met to successfully fulfill essential functions of the position)

- Ability to speak, hear, understand and write English.
- Ability to use a personal computer, fax, scanner and telephone to carry out routine business transactions and communications.
- Ability to travel locally, regionally and nationally.

The foregoing statements describe the general nature and level of work to be performed by the Director. They are not an exhaustive list of all duties, responsibilities, and skills required. RLED reserves the right to add, remove or otherwise modify duties as necessary. RLED will make reasonable accommodations to enable a person with disabilities to perform the essential functions of this position.



Economic Development Proposal 2016

IX. BUDGET

Funding Sources

- 60% Government/Public
- 20% Private
- 20% Grant/In Kind (years 2-3, decreasing after)

	<i>2016 - 2017</i>	<i>2017 - 2018</i>
Income		
Government	\$84,750.00	\$84,750.00
Corporate/Organization	\$17,750.00	\$21,900.00
Events/Individuals	\$8,000.00	\$11,000.00
Grants	\$27,500.00	\$27,500.00
Sponsorships	\$4,750.00	\$5,500.00
Misc.	\$650.00	\$500.00
Total Income	\$143,400.00	\$151,150.00
Expenditures		
Wages/Insurance/FICA	\$86,400.00	\$89,000.00
Incentives	\$7,000.00	\$8,000.00
Administrative Support	\$12,000.00	\$13,500.00
Legal	\$1,000.00	\$1,000.00
Business Insurance	\$2,300.00	\$2,400.00
Rent	\$1,800.00	\$2,000.00
Telephone	\$1,500.00	\$1,750.00
Computer/Internet/	\$2,000.00	\$1,500.00
Software Printing/Copying	\$500.00	\$750.00
Office Supplies/Postage	\$1,700.00	\$1,850.00
Dues/Subscriptions	\$800.00	\$900.00
Travel/Meals/Conferences	\$8,000.00	\$8,600.00
Marketing Materials	\$5,000.00	\$5,500.00
Meetings/Board Exp. Events	\$3,500.00	\$4,000.00
Misc.	\$9,000.00	\$9,500.00
	\$900.00	\$900.00
Total Expense	\$143,400.00	\$151,150.00
Net Income/ Loss	-	-

Economic Development Proposal 2016

IX. SUPPORT & ENDORSEMENTS

RLED will be seeking support, engagement, endorsements from a wide range of regional and community stakeholders, including but not limited to:

Government: County, Cities and Communities

- Linn County www.co.linn.or.us
- City of Brownsville www.ci.brownsville.or.us
- City of Lebanon www.ci.lebanon.or.us
- City of Sweet Home www.ci.sweet-home.or.us
- City of Scio www.ci.scio.or.us
- City of Halsey www.cityofhalsey.com
- City of Tangent www.cityoftangent.org
- City of Harrisburg www.ci.harrisburg.or.us
- City of Sodaville www.sodaville.org
- City of Mill City www.ci.mill-city.or.us
- City of Lyons www.cityoflyons.org
- City of Waterloo www.facebook.com/waterlooOr
- City of Albany www.cityofalbany.net
- City of Millersburg www.cityofmillersburg.org
- Community of Shedd [en.wikipedia.org/wiki/Shedd, Oregon](http://en.wikipedia.org/wiki/Shedd,_Oregon)



Education

- Linn Benton Community College www.linnbenton.edu
- Lebanon Community Schools www.lebanon.k12.or.us
- Sweet Home School District www.sweethome.k12.or.us
- Central Linn School District www.centrallinn.k12.or.us
- Harrisburg School District www.harrisburg.k12.or.us
- Charter Schools
- Private Schools

Utilities

- Pacific Power www.pacificpower.net/index.html
- Consumer Power www.cpi.coop
- Northwest Natural www.nwnatural.com

Regional Business Development

- Oregon Cascade West Council of Governments www.ocwcog.org
- Albany-Millersburg Economic Development Corp. www.albany-millersburg.com
- WorkSource Oregon www.worksourceoregon.org
- RAIN www.raineugene.org/accelerator

Economic Development Proposal 2016

Local Business Development

- Lebanon Chamber www.lebanon-chamber.org
- Sweet Home Chamber www.sweethomechamber.com
- Brownsville Chamber www.historicbrownsville.com
- Harrisburg/Junction City Chamber www.tri-countychamber.com
- Lebanon Community Foundation www.cheadlepark.com
- Sweet Home Community Foundation www.sweethomecommunityfoundation.org

Health Care

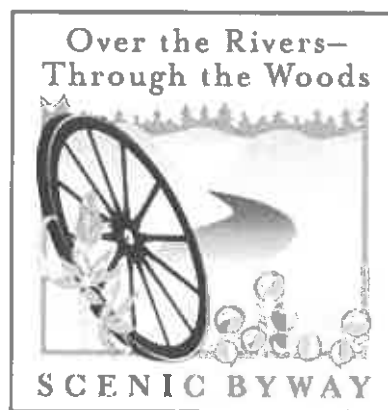
- Samaritan Health www.samhealth.org/Pages/default.aspx
- Western University of Health Sciences www.westernu.edu/northwest

Business, Industry & Agriculture

- Cascade Timber Consulting www.cascadetimber.com
- Stahlbush Island Farms www.stahlbush.com
- Boulder Falls Inn www.boulderfallsinn.com
- Entek entek.com
- Laticrete www.laticrete.com/contact_us.aspx#
- Lowe's Distribution Center www.lowes.com
- Rick Franklin Corporation rfc-nw.com
- Linn Gear www.linngear.com
- Selmet www.selmetinc.com
- McFarland Cascade www.ldm.com
- Lebanon Industrial Development Corporation
- Bill Flesher, Keller Williams Realty



Plus, many other important organizations that contribute to rural Linn County's vitality.



Economic Development Proposal 2016

X. APPENDICES

A. Collective Impact Visual

B. Regional Statistics

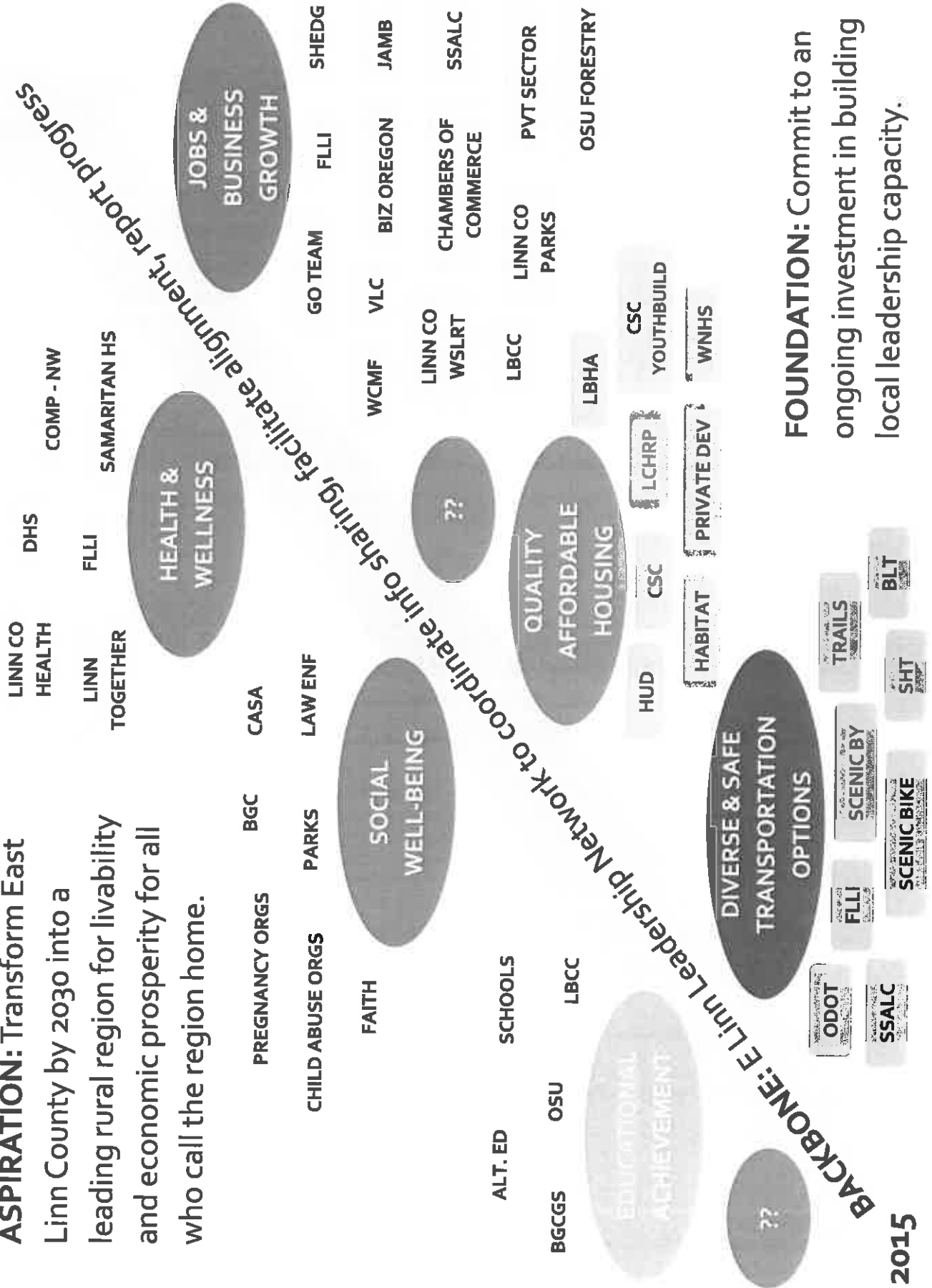
C. NY Times Article

Note: Draft Articles of Incorporation and Bylaws are prepared and available if the formation of an independent nonprofit corporation should be necessary.

2030

ASPIRATION: Transform East

Linn County by 2030 into a leading rural region for livability and economic prosperity for all who call the region home.



FOUNDATION: Commit to an ongoing investment in building local leadership capacity.

2015

Potential Indicators of Success by Impact Area

Impact Area	Indicator	Trend
EDUCATION ACHIEVEMENT	Attendance rates	UP
	% HS grads rate	UP
	% Completing 2yr degree	UP
TRANSPORTATION OPTIONS	% Trips by bike, walk, alternative	UP
	Demand for public transport	UP
	Miles of Multi-model trails/capita	UP
SOCIAL WELL-BEING	% Child abuse, domestic violence, person crimes	DOWN
	% Substance abuse	DOWN
	Teen pregnancy rate	DOWN
AFFORDABLE HOUSING	# Affordable housing units/capita	UP
	% Homelessness	DOWN
	% Home ownership	UP
HEALTH & WELLNESS	% Engaged in healthy lifestyle	UP
	% Students in extra-curricular	UP
	Preventative health services	UP
JOBS & BUSINESS GROWTH	Employment rate	UP
	% In poverty	DOWN
	% Business starts	UP
AFFORDABLE HOUSING	% Fore-closures	DOWN
	Code enforcement and abatement	DOWN
	% obesity and diabetes	DOWN
JOBS & BUSINESS GROWTH	% Free and reduced lunch	DOWN
	#/Quality of recreation and tourism options	UP
	Sports facilities and tournaments	UP
TRANSPORTATION OPTIONS	Bike & Ped Accidents	DOWN
	Natural stewardship	UP
	Volunteerism, charitable support, civic engagement and pride	UP

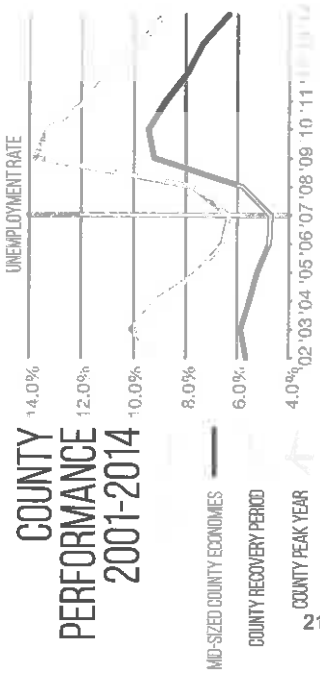
E Linn: Brownsville, Lebanon, Sweet Home, Sodaville, Waterloo, Linn County

COUNTY ECONOMIC TRACKER 2014

LINN COUNTY, OR

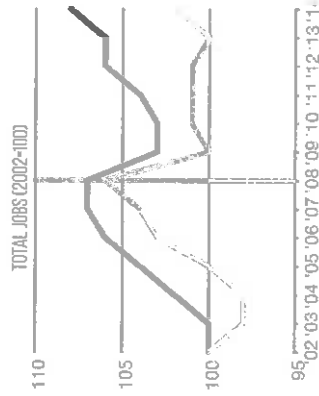
UNEMPLOYMENT RATE CHANGE

2013-2014 **-0.9PPS**



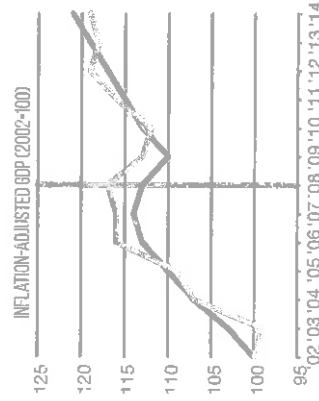
JOBS GROWTH RATE

1.9%



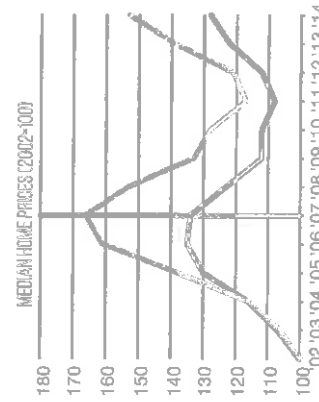
ECONOMIC OUTPUT GROWTH RATE

1.5%



MEDIAN HOME PRICES GROWTH RATE

9.8%



SIZING UP 2014

Linn County, OR has a county government.

Linn County is a medium-sized county in the Albany, OR metropolitan area.

POPULATION, 2013	118,765
AVG. ANNUAL PAY, 2012	\$37,243
ANNUAL PAY GROWTH RATE, 2012-2013	-1.2%
UNEMPLOYMENT RATE, 2014	8.8%
NOMINAL GDP, 2014	\$4.5 Billion

DEFINITION OF TERMS: (Data Source: Moody's Analytics, U.S. Bureau of Labor Statistics, U.S. Bureau of Economic Analysis and U.S. Census Bureau)
Average County Annual Pay: Cost-of-living adjusted pay for the county economy reflecting price differences between county economies. Pay Growth is also adjusted for price changes between years. **Economic output (Gross Domestic Product - GDP):** Total value of goods and services produced by a county economy, also known as GDP. **Total Jobs:** Total wage and salary jobs, whether full or part-time, temporary or permanent in a county economy. It counts the number of jobs, not employed people, for all employers in a county economy, not only for the county government. **Median Home Sales Price:** Median sales prices of existing single-family homes. **Unemployment Rate:** The proportion of the civilian labor force that is unemployed.

NOTES:
 This study determines peak and trough values and years separately for each county economy and each indicator. Peak values represent the highest annual value of a county economy indicator between 2002 and 2009. 2002 marks the first year after the end of the previous U.S. recession; 2009 marks the end of the latest U.S. recession as determined by the National Bureau of Economic Research. Trough values represent the lowest annual value of a county economy indicator between the peak and 2013. It is possible that no recession occurred in a county economy for a specific indicator. Industry data reflect values at the 3 digit NAICS levels. A specialized industry is an industry more concentrated in a particular county compared to the state's overall industry composition. 2014 data are forecasts. Small, medium-sized and large counties have a population less than 50,000, between 50,000 and 500,000 and greater than 500,000, respectively. County population values come from the U.S. Census Bureau's population estimates, vintage 2013.

TOP FIVE SPECIALIZED INDUSTRIES, BY DOLLAR VALUE AND SHARE OF COUNTY ECONOMIC OUTPUT, 2014

PRIMARY METAL	- \$216.1 MILLION - 4.8%
PAPER	- \$186.3 MILLION - 4.1%
WOOD PRODUCTS	- \$137.6 MILLION - 3.1%
WAREHOUSING	- \$83.9 MILLION - 1.9%
PLASTICS AND RUBBER PRODUCTS	- \$36.5 MILLION - 0.8%

MEDIA CONTACT

Brian Namey, Director of Public Affairs
 202.942.4220 | bnamey@naco.org

QUESTIONS

Dr. Emilia Istrate, NACo Research Director
 research@naco.org



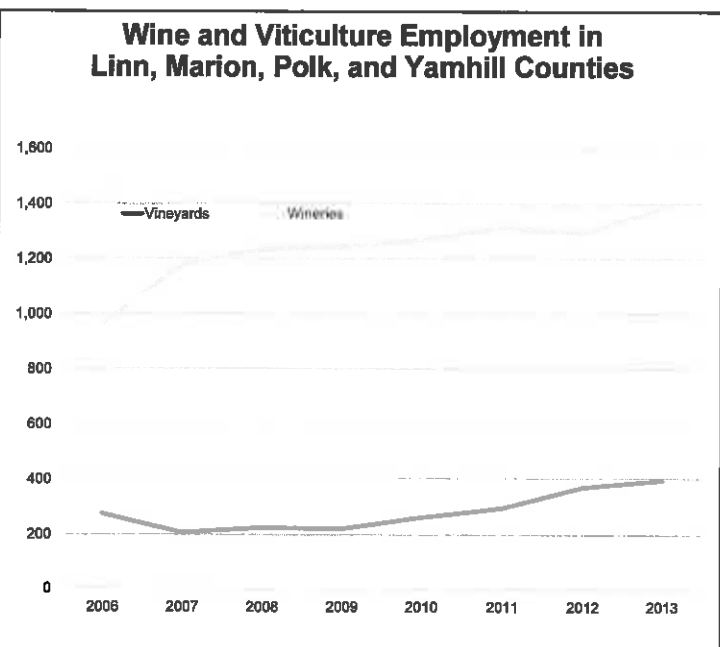
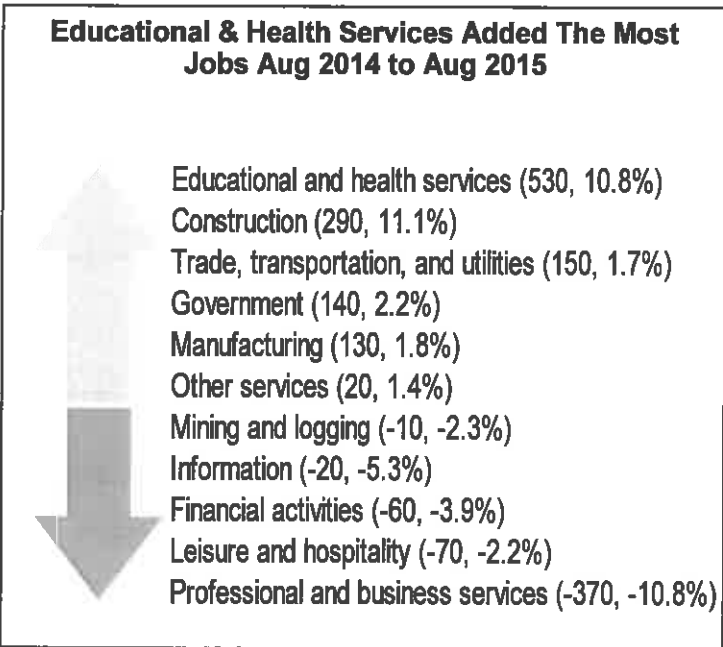
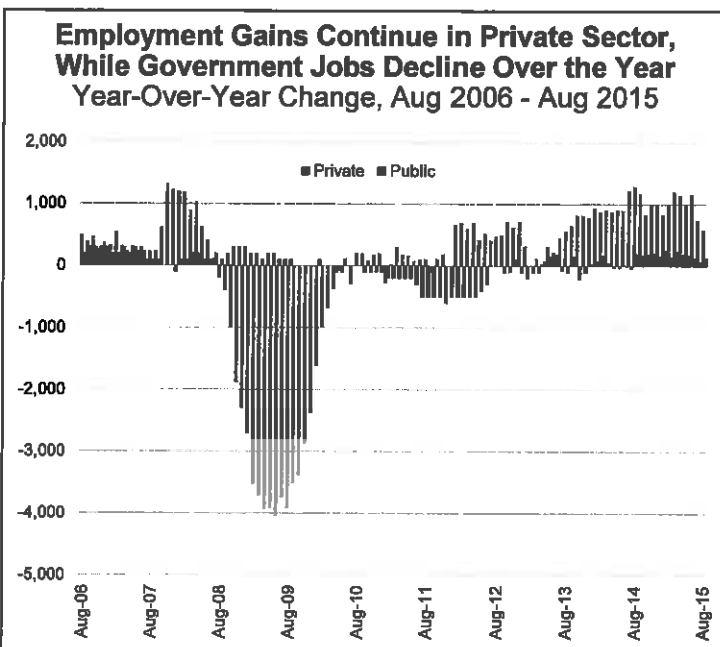
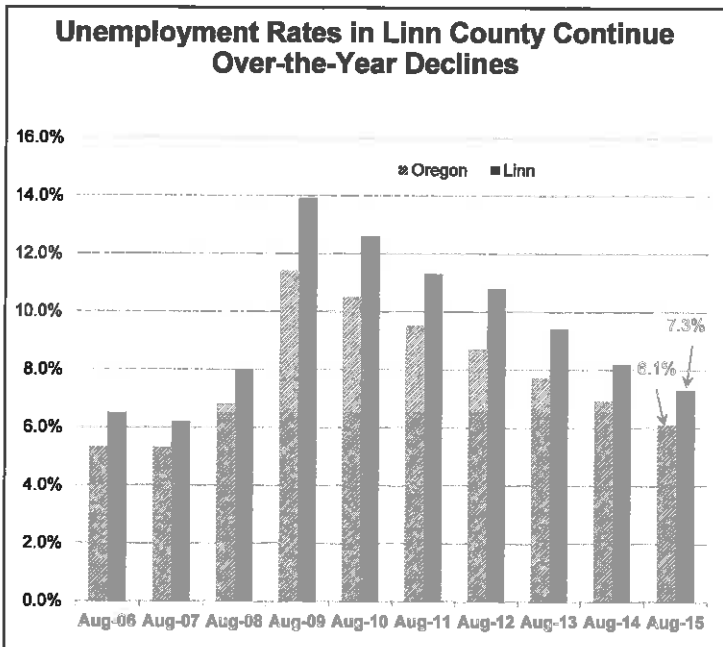
Quality Information, Informed Choices

Labor Market Information

www.QualityInfo.org

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

From August 2014 to August 2015, the private sector gained 590 jobs and the public sector lost 140 jobs, for a net gain of 730 jobs. The educational and health services industry led employment gains over the year, adding 530 jobs. Employment gains in the public sector were led by local government (excluding education). Vineyard and winery firms with employees continued to grow even during the most recent recession in the four county area. The number of firms increased by 61.8 percent and employment grew by 39.4 percent.



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

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

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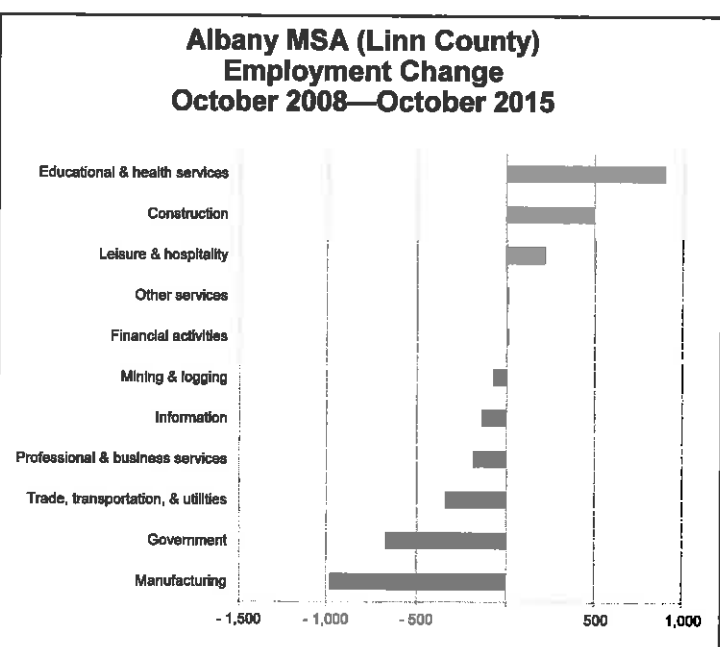
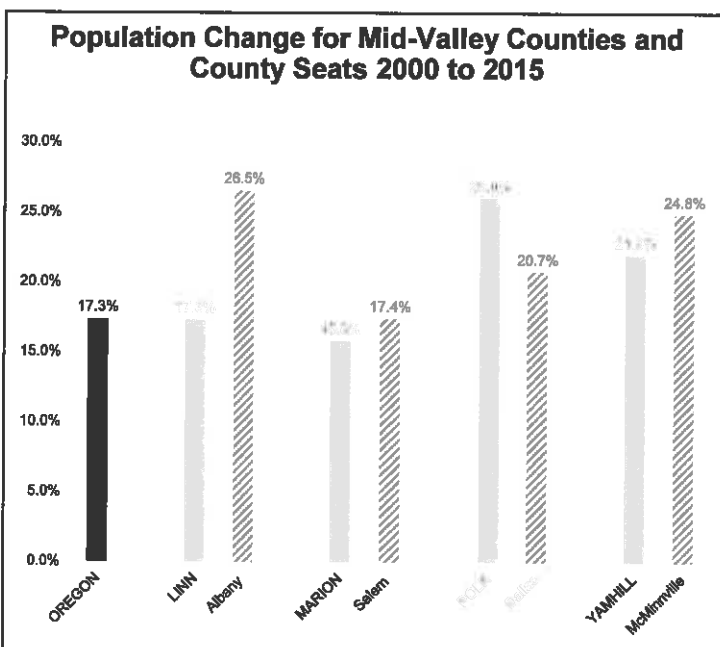
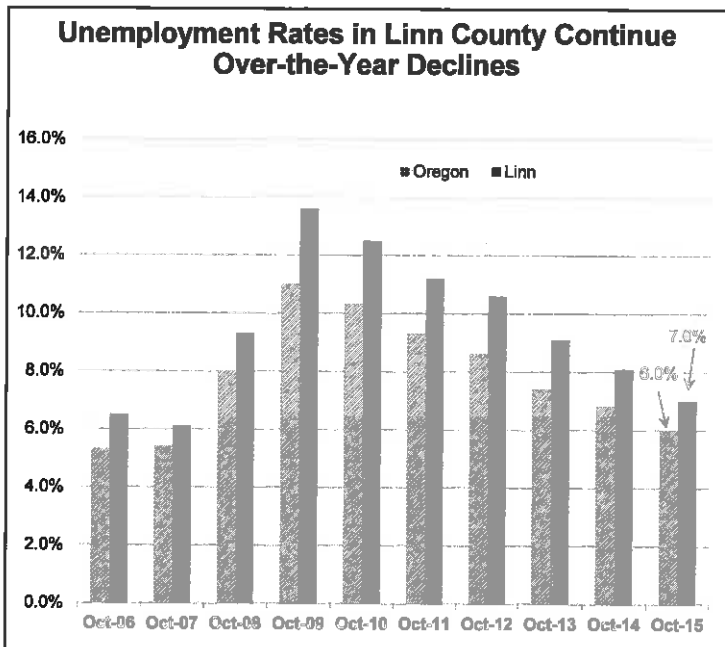
Quality Information, Informed Choices

Labor Market Information

www.QualityInfo.org

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

From October 2014 to October 2015, the private sector gained 740 jobs and the public sector added 40 jobs, for a net gain of 780 jobs. The construction industry led employment gains over the year, adding 400 jobs. Employment gains in the public sector were led by local government education. The largest percentage population change from 2008 to 2015 in Mid-Valley area counties was in Polk County and Albany saw the largest change for the county seats. Not all industries have recovered to their pre-recession employment levels in the Albany MSA. Manufacturing and government are two that have not fully recovered yet.



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

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

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Need a Speaker, contact me!

The New York Times

Town That Thrived on Logging Is Looking for a Second Growth

By KIRK JOHNSON

NOV. 15, 2014

SWEET HOME, Ore. — The great forest just east of town beckoned to Dan Rice when he was a young man, as it had to his father and grandfather before him, both proud loggers in a time that now survives mostly in black-and-white photos and in the talk of old men. He and his brothers kept the family log-trucking business going, he said, hauling to mills now mostly automated, partly in obligation to the legacy.

His wife, Cindy, by contrast, fixed her gaze on consequences, and the pattern of poverty and desperation that was left behind as mill and timber jobs blinked out. He holds fast to things that echo from the community's founding in the 1850s, when the first Rices arrived from Tennessee; she directs the Sweet Home Emergency Ministries food bank, a vivid marker of need going forward.

A half-century ago, when President Lyndon B. Johnson signed the tenets of the Great Society into law, Sweet Home, in a little valley in west-central Oregon, would have been among the last places that a do-gooder would worry about. Now, as in too many places around the country, the old jobs are long gone, the food bank has a more secure future than remaining industrial jobs, and the town is full of people looking for second or third acts without much of a script to guide them...

http://www.nytimes.com/2014/11/16/us/town-that-thrived-on-logging-is-looking-for-a-second-growth.html?_r=0

Chapter 15.105 Manufactured Homes and Recreational Vehicles

Sections:

- 15.105.010 Manufactured homes outside of manufactured dwelling parks.
- 15.105.020 Manufactured home parks.
- 15.105.030 Occupancy of recreational vehicles.

15.105.010 Manufactured homes outside of manufactured dwelling parks.

A. Manufactured homes are permitted outright in the LDR, MDR and HDR zones, subject to the following conditions:

1. Placement Permit Required. Prior to the issuance of a manufactured home set-up permit, the owner or his authorized representative shall apply for and receive a placement permit from the City. The approved placement permit shall indicate that the manufactured home and its location conform to this division and to all other applicable state and local laws or administrative rules. An application for a placement permit shall be accompanied by:

- a. A plot plan, drawn to scale, showing the proposed location of the manufactured home and accessory structures on the lot and including the exterior dimensions of the manufactured home and setbacks from all property lines.
- b. Information indicating the dimensions of the floor area within the manufactured home, as well as the materials, design and necessary dimensions of the roof, foundation support systems, and perimeter crawl space enclosure.
- c. Proposed utility installation specifications and drainage plans.

2. Placement Standards.

- a. Unless the manufactured home is to be located in an approved manufactured dwelling park, only one manufactured home shall be permitted on a lot. The manufactured home shall be subject to the standards of the applicable zone, and the lot upon which the manufactured home is situated shall be landscaped and maintained as a permanent residence similar to the surrounding area.
- b. The owner of the manufactured home shall be the owner of the lot upon which the manufactured home is placed.
- c. The manufactured home shall be multisectional and enclose a space of not less than 1,000 square feet.
- d. The manufactured home shall have a pitched roof, except that no standard shall require a slope of greater than a nominal three feet in height for each 12 feet in width.
- e. The manufactured home shall have exterior siding and roofing which in color, material and appearance is similar to the exterior siding and roofing material commonly used on residential dwellings within the community or which is comparable to the predominant materials used on

- surrounding dwellings as determined by the local permit approval authority.
- f. The manufactured home shall be placed on and securely anchored to a foundation and anchoring system which is in compliance with OAR 918-505-020 and 918-505-040.
 - g. The perimeter crawl space of the manufactured home shall be completely enclosed with skirting composed of concrete block, brick, or comparable material. The perimeter enclosure shall comply with skirting and ventilation requirements of OAR 918-505-050 and 918-505-060, including provisions for access openings and ventilation.
 - h. The manufactured homes shall be provided with gutters and downspouts to direct storm water away from the placement site.
 - i. A front porch and rear porch composed of wood or concrete shall be placed at the front and rear entries to the manufactured home. Each porch shall have an area of at least four feet by six feet. The porches shall comply with the applicable provisions of OAR 918-510-050.
 - j. The manufactured homes shall be certified by the manufacturer to have an exterior thermal envelope meeting performance standards which reduce levels of heat loss equivalent to the performance standards required of single-family dwellings constructed under the State Building Code as defined in ORS 455.010.
 - k. The manufactured home shall be placed on an excavated and backfilled foundation and enclosed at the perimeter such that the manufactured home is located not more than 12 inches above grade. If the elevation of the grade is not sufficient to allow for adequate drainage to daylight or an approved drainage system, the manufactured home should be set above grade and backfilled so the home is no more than a maximum of 12 inches above finished grade.
 - l. If the manufactured home is to be removed from its permanent supports, the owner of the property shall agree in writing to remove the supports, the manufactured home, and all additions thereto from the property, and to permanently disconnect and secure all utilities. This agreement shall authorize the City to perform the work and place a lien against the property for the cost of the work in the event the owner fails to accomplish the work within 30 days from the date the manufactured home is to be removed from its supports. This condition shall not apply in the event that a placement permit for a replacement manufactured home has been approved by the City within 30 days of the removal of the original manufactured home. The replacement shall conform in all respects with the provisions of this chapter.
3. Permit Approval. The City Administrator shall review the information submitted under subsection (A)(1) of this section within 15 days to determine if it conforms to the standards required by subsection (A)(2) of this section. If the administrator finds that the proposal meets the necessary requirements, then the placement permit will be issued and the applicant may proceed to obtain the utility connection permits and the manufactured home set-up permit.
- a. The placement permit shall remain in effect for six months after the date of approval by the City. If the manufactured home has not been placed on the property by the end of the six months, the owner may request an extension not to exceed an additional six months. The

permit is automatically canceled if the manufactured home has not been placed on the property by the end of the second six-month time period.

4. **Occupancy.** The manufactured home shall not be occupied until all provisions of this division, except the landscaping requirements, have been met, and the City Administrator and building official certify that all City and state requirements have been met. [Ord. 618 § 7, 1993; 1981 Compilation § 8-5:4.210.]

15.105.020 Manufactured home parks.

A. **Manufactured home parks** are permitted outright in the LDR and MDR zones, subject to approval of a development permit. Each application for a manufactured home park development permit shall be accompanied by a development plan containing a plot plan, site details as related to topography, public utilities, parking, streets and landscaping, beginning and completion dates and any other reasonably related information. The development plans shall comply with the following minimum standards:

1. The minimum lot area shall be two and one-half acres.
2. The manufactured home park shall adjoin and have access from an arterial or collector street.
3. Two or more access ways shall connect with an adjacent publicly owned and maintained street.
4. The number of spaces for manufactured homes shall not exceed six for each acre of the total area.
5. **Perimeter Treatment.** Except as required for vision clearance and access ways, the outer perimeter of each park shall be improved with:
 - a. A maintained evergreen landscaping that is at least 10 feet in depth, will mature within three years, and reach at least five feet in height at maturity; or
 - b. A maintained site-obscuring fence or wall not less than five feet, and not more than six feet in height; or
 - c. A combination of the above.
6. **Setbacks.** A minimum setback for a manufactured home or accessory structure more than 30 inches above grade shall be:
 - a. Fifteen feet to any perimeter property line or interior access way.
 - b. Twenty feet to a public street.
 - c. Fifteen feet of separation between adjacent manufactured home spaces.
7. **Utilities.**
 - a. Electric, telephone and cable television services shall be underground within the manufactured home park but may be overhead in utility easements or public streets at the perimeter of the park.
 - b. Water, sanitary sewer and storm sewer installation shall conform to City and state

standards.

8. Roadways and Walkways. Required access ways and walkways shall comply with the following:

- a. Walkways shall connect each manufactured home site to access ways and accessory buildings.
- b. Minimum access way width is 24 feet except when connecting with a public street, and then it shall be 30 feet.
- c. Minimum walkway width shall be three feet.
- d. Roadways, access ways, driveways and walkways shall be A/C, concrete or other approved hard-surfaced material.
- e. Access ways and walkways shall be adequately lighted.

9. Skirting shall be provided for all manufactured homes in a manufactured home park. The space between the ground surface and the manufactured home siding at the perimeter shall be enclosed with approved materials. Access and ventilation openings shall be placed in the foundation according to state standards.

10. Landscaping. Complete and permanent landscaping shall be maintained in good condition in all areas of the park used other than for parking, circulation, manufactured home placement and other buildings.

B. Permits and Approvals.

1. Building permits shall be obtained for all improvements including utility installations, drainage facilities, paving, walkways, landscaping and accessory buildings and structures.
2. Improvements in a manufactured home park, in addition to compliance with standards imposed by the provisions of this division, shall comply with the State of Oregon Department of Commerce Building Codes Division, Manufactured Dwelling Park Standards and Rules, in accordance with ORS 446.003 through 446.200; and BMC 15.30.050 and 15.30.060, improvement guarantees; BMC 15.40.010 through 15.40.030, design standards; Chapter 15.45 BMC, Improvements; and Chapter 15.60, Violation – Penalty, of the Brownsville development regulations concerning subdivisions and partitioning.
3. A manufactured home park shall not be occupied nor shall manufactured homes be installed until inspected and approved for compliance with this division and the State of Oregon Rules.
4. Manufactured homes shall be located as shown on the approved plot plan and installed to comply with the State of Oregon Department of Commerce Building Codes Division.
5. Separate manufactured dwelling installation, alteration or accessory structure permits shall be obtained before installation or construction is made and required inspections and approvals obtained before occupancy of a manufactured home.

C. Existing Manufactured Dwelling Parks. Manufactured dwelling parks existing at the time of adoption

of the ordinance codified in this chapter shall be permitted to remain provided no additions, alterations or plot plan changes are made. A permit is required for additions, alterations or plot plan changes to an existing manufactured dwelling park constructed after adoption of the ordinance codified in this division. [Ord. 618 § 8, 1993; 1981 Compilation § 8-5:4.310.]

15.105.030 Occupancy of recreational vehicles.

A. Definition. The terms "trailer house" and "recreational vehicle" as used in this section shall include a trailer house, trailer coach, motor home, recreational vehicles (RV), auto home, camp car, camp trailer, boat trailer or camperette, and any unit used for living or sleeping purposes which is equipped with wheels or similar devices for the purposes of transporting said unit from place to place, by motor power or other means.

B. Maximum Time Periods.

1. No person shall use a trailer house for sleeping or living purposes or both sleeping and living purposes within the City of Brownsville for any period without obtaining a permit from the City, except in a mobile home park or trailer park. No one shall occupy a trailer home for more than three weeks or 21 days, except in a mobile home park or trailer park.

2. No trailer house may be parked within the City of Brownsville, except upon the premises of the owner thereof in areas which provide vision clearance for street corner lots of a minimum of 15 feet and for an intersection of an alley and a street a minimum of seven feet, and in mobile home parks and trailer parks.

C. Wheel Removal. The removal of the wheels for the setting of a trailer coach on posts or footings shall not be considered as removing said trailer coach from the regulations affecting trailer coaches.

D. Public Sewer Connection. It shall be unlawful for any person occupying or using any trailer coach or trailer house within the City of Brownsville to use any toilet, sink, lavatory or similar equipment therein, unless and except the same be connected with the public sewer or an approved septic tank, in accordance with the ordinances of the City of Brownsville relating thereto.

E. Trailer Parks to Comply. There shall be no trailer park or camp established or operated within the City of Brownsville, unless the same shall have fully complied with all of the laws and regulations of the state of Oregon and ordinances of the City of Brownsville pertaining to the establishment and operation of trailer parks and camps.

F. Penalty. Any person convicted of a violation of this section shall be fined not more than \$200.00. Each day of violation shall constitute a separate offense. [Ord. 740 §§ 1-7, 2013; Ord. 618 § 9, 1993; 1981 Compilation § 8-5:4.410.]

The Brownsville Municipal Code is current through Ordinance 761, passed June 28, 2016.

Disclaimer: The City Recorder's Office has the official version of the Brownsville Municipal Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.



NOTICE TO ABATE

DATE OF NOTICE: **August 25th, 2016**

TYPE OF NUISANCE: **Ongoing RV Occupation**

BROWNSVILLE MUNICIPAL CODE: **15.105.030 Occupancy of recreational vehicles.**

A visual inspection of the below described real property on **August 24th, 2016** found a nuisance remaining on the premises in violation of Brownsville Municipal Code Section 15.105.030, specifically an RV that has ongoing occupation.

Owner of Record: **Jayne Scaltreto**

Mail Address: **529 Robe Street, Brownsville, OR 97327**

Property Address: **529 Robe Street, Brownsville, OR 97327**

Occupant or Other Responsible Party: **Jayne Scaltreto**

Legal Description: **14S02W06BC02000**

Notice is hereby given that the City of Brownsville (the "City") has determined the conditions on the above address constitute a nuisance. Within ten (10) days from the date of this notice, you are directed to abate the nuisance. If you fail to do so, the City will initiate abatement action under the provisions of the Brownsville Municipal Code by causing the nuisance to be abated and will charge the costs of doing so to the owners of the property and persons responsible, as identified above.

The City may cite the violators into Municipal Court to be subject to fine.

Cost Estimate: **To be determined by Court Ruling**

In addition to the actual costs of having the violation abated, the City will also levy an administrative fee in the amount of \$20.00 or 10% of abatement costs, whichever is greater, to cover the cost of the enforcement action. Abatement costs and administrative fees which remain unpaid will become a lien against the property.

Should you wish to appeal this order to abate, you must file a written notice specifying the basis for so protesting with the City Administrator within ten (10) days from the date of this notice. Any person or persons who shall be convicted of being the author or keeper of a nuisance, or otherwise guilty of a violation of any of the provisions of this chapter, shall be fined not less than \$200.00. Each day's violation of a provision of this chapter constitutes a separate offense.

Sept 1, 2016

Dear Scott McDowell^(M)

I am notifying you that I want to appeal the "Notice to Abate" dated 8.25.2016 and be placed on the agenda at the City Council meeting on 9.27.2016.

Please consider adding a "hardship" clause to the General Municipal Code 15.005.030

Thank you,

Jayne Gastret



www.ci.brownsville.or.us

FILE COPY

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

October 26th, 2015

Ms. Jayne Small-Scaltreto
529 Robe Street
Brownsville, OR 97327

Re: Brownsville Municipal Code Notice

Dear Ms. Small-Scaltreto:

This letter is in regard to the continued use of an RV on your property at 529 Robe Street. The property is located in a Low Density Residential (LDR) zone which allows recreational vehicle use for a specific time frame per Brownsville Municipal Code. Basically, property owners are allowed to occupy recreational vehicles for 30 days in a one-year period, if the RV's are self-contained, and a permit has been obtained from the City. *(There is no permit fee.)*

I have enclosed a copy of the ordinance for your convenience. You may also access the entire Municipal Code at www.ci.brownsville.or.us. The issue the City has with the current setup is that no permit has been issued and we have received reports that the recreational vehicle is being used in a way that would require a permit. The City has received several complaints about the continued occupancy of this RV. We have also had reports that the Linn County Sheriff's Office has been called out to this location a number of times.

The recreational vehicle may stay for thirty (30) days starting on November 1st, 2015. If the situation continues past the December 1st, 2015 deadline, you may be fined, and/or cited into municipal court.

Please feel free to stop in to acquire the needed permit. Please contact City Hall if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to be "SM", written over a horizontal line.

S. Scott McDowell
Administrator

c: File
Linn County Sheriff's Office



FILE COPY

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

www.ci.brownsville.or.us

September 3rd, 2015

Ms. Jayne Small-Scaltreto
529 Robe Street
Brownsville, OR 97327

Re: Brownsville Municipal Code Notice

Dear Ms. Small-Scaltreto:

There is a rule in the Brownsville Municipal Code that I would like to bring to your attention due to the recreational vehicle on your property at 529 Robe Street. The property is located in a Low Density Residential (LDR) zone which allows recreational vehicle use for a specific time frame. Basically property owners are allowed to occupy recreational vehicles for 30 days in a one-year period, if the RV's are self-contained, and a permit has been obtained from the City. *(There is no permit fee.)*

I have enclosed a copy of the ordinance for your convenience. You may also access the entire Municipal Code at www.ci.brownsville.or.us. The City has received reports that people are living in the recreational vehicle. Please contact City Hall to discuss this issue at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to be "SM", written over a faint circular stamp.

S. Scott McDowell
Administrator

c: File
Linn County Sheriff's Office



www.ci.brownsville.or.us

FILE COPY

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

November 19th, 2014

Ms. Jayne Small-Scaltreto
529 Robe Street
Brownsville, OR 97327

Re: Brownsville Municipal Code Notice

Dear Ms. Small-Scaltreto:

There is a rule in the Brownsville Municipal Code that I would like to bring to your attention due to the recreational vehicle on your property at 529 Robe Street. The property is located in a Low Density Residential (LDR) zone which allows recreational vehicle use for a specific time frame. Basically property owners are allowed to occupy recreational vehicles for 30 days in a one-year period, if the RV's are self-contained, and a permit has been obtained from the City. *(There is no permit fee.)*

I have enclosed a copy of the ordinance for your convenience. You may also access the entire Municipal Code at www.ci.brownsville.or.us. The issue the City has with the current setup is that no permit has been issued and we have received reports that the recreational vehicle is being used in a way that would require a permit. The recreational vehicle may stay for thirty (30) days starting on November 19th, 2014. Please feel free to stop in to acquire the needed permit. Please contact City Hall if you have any questions or concerns.

Sincerely,

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

S. Scott McDowell
Administrator

c: File
Linn County Sheriff's Office



NOTICE TO ABATE

DATE OF NOTICE: **August 25th, 2016**

TYPE OF NUISANCE: **Ongoing RV Occupation**

BROWNSVILLE MUNICIPAL CODE: **15.105.030 Occupancy of recreational vehicles.**

A visual inspection of the below described real property on **August 24th, 2016** found a nuisance remaining on the premises in violation of Brownville Municipal Code Section 15.105.030, specifically an RV that has ongoing occupation.

Owner of Record: ***John and Sheila Rossell***

Mail Address: ***615 Kirk Avenue, Brownsville, OR 97327***

Property Address: ***615 Kirk Avenue, Brownsville, OR 97327***

Occupant or Other Responsible Party: ***John and Sheila Rossell***

Legal Description: ***13S02W31DB04201***

Notice is hereby given that the City of Brownsville (the "City") has determined the conditions on the above address constitute a nuisance. Within ten (10) days from the date of this notice, you are directed to abate the nuisance. If you fail to do so, the City will initiate abatement action under the provisions of the Brownsville Municipal Code by causing the nuisance to be abated and will charge the costs of doing so to the owners of the property and persons responsible, as identified above.

The City may cite the violators into Municipal Court to be subject to fine.

Cost Estimate: ***To be determined by Court Ruling***

In addition to the actual costs of having the violation abated, the City will also levy an administrative fee in the amount of \$20.00 or 10% of abatement costs, whichever is greater, to cover the cost of the enforcement action. Abatement costs and administrative fees which remain unpaid will become a lien against the property.

Should you wish to appeal this order to abate, you must file a written notice specifying the basis for so protesting with the City Administrator within ten (10) days from the date of this notice. Any person or persons who shall be convicted of being the author or keeper of a nuisance, or otherwise guilty of a violation of any of the provisions of this chapter, shall be fined not less than \$200.00. Each day's violation of a provision of this chapter constitutes a separate offense.



www.ci.brownsville.or.us

FILE COPY

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

August 5th, 2016

Mr. John Rossell
 615 Kirk Avenue
 Brownsville, OR 97327

Re: Brownsville Municipal Code Notice

Dear Mr. Rossell:

This letter is in regard to the continued use of an RV on your property at 615 Kirk Avenue. The property is located in a Medium Density Residential (MDR) zone which allows recreational vehicle use for a specific time frame per Brownsville Municipal Code. Basically, property owners are allowed to occupy recreational vehicles for 30 days in a one-year period, if the RV's are self-contained, and a permit has been obtained from the City. *(There is no permit fee.)*

I have enclosed a copy of the ordinance for your convenience. You may also access the entire Municipal Code at www.ci.brownsville.or.us. The issue the City has with the current setup is that no permit has been issued and we have received numerous reports that the recreational vehicle is being used in a way that would require a permit, and has already been in use for a lengthy and extended period of time at this location.

The recreational vehicle may stay for thirty (30) days starting on August 1st, 2016. If the situation continues past the September 1st, 2016 deadline, you may be fined, and/or cited into municipal court.

Please feel free to stop in to acquire the needed permit. Please contact City Hall if you have any questions or concerns.

Sincerely,

S. Scott McDowell
 Administrator

c: File
 Linn County Sheriff's Office

CITY of BROWNSVILLE :

The purpose of this letter is to notify the City Administrator and the City of Brownsville that we wish to appeal the order to abate by reason of need for daily medical care and assistance due to disabilities and age.

We respectfully request this subject to be added to the City Council agenda to be held on Tuesday September 13th 2016.

John Rossell
Sheila Rossell
Darrell Rossell
Rose Rossell

Received
City of Brownsville
AUG 29 2016

Clerk _____

*Told John that Council was on
Sept 27th @ 7:00pm when he
dropped this off. Janice*




POSTED 08/30/2016

The purpose of this letter is to notify the City Administrator and the City of Brownsville that we wish to appeal the order to abate by reason of need for daily medical care and assistance due to disabilities and age.

We respectfully request this subject to be added to the City Council agenda to be held on Tuesday September 13th 2016.

John Rossell
Sheila Rossell
Darrell Rossell
Rose Rossell

8.30.2016
Taped to the front door of City Hall
before 8:00 am. Need to let John
know the correct time of Council.




NOTICE TO ABATE

DATE OF NOTICE: **September 7, 2016**

TYPE OF NUISANCE: **Ongoing RV Occupation**

BROWNSVILLE MUNICIPAL CODE: **15.105.030 Occupancy of recreational vehicles.**

A visual inspection of the below described real property on **September 6th, 2016** found a nuisance remaining on the premises in violation of Brownville Municipal Code Section 15.105.030, specifically an RV that has ongoing occupation.

Owner of Record: ***Barbara J. Campbell***

Mail Address: ***P.O. Box 852, Brownsville, OR 97327***

Property Address: ***221 Washington Avenue E, Brownsville, OR 97327***

Occupant or Other Responsible Party: ***Steve and Barbara Ellison***

Legal Description: ***14S02W06BB05600***

Notice is hereby given that the City of Brownsville (the "City") has determined the conditions on the above address constitute a nuisance. Within ten (10) days from the date of this notice, you are directed to abate the nuisance. If you fail to do so, the City will initiate abatement action under the provisions of the Brownsville Municipal Code by causing the nuisance to be abated and will charge the costs of doing so to the owners of the property and persons responsible, as identified above.

The City may cite the violators into Municipal Court to be subject to fine.

Cost Estimate: ***To be determined by Court Ruling***

In addition to the actual costs of having the violation abated, the City will also levy an administrative fee in the amount of \$20.00 or 10% of abatement costs, whichever is greater, to cover the cost of the enforcement action. Abatement costs and administrative fees which remain unpaid will become a lien against the property.

Should you wish to appeal this order to abate, you must file a written notice specifying the basis for so protesting with the City Administrator within ten (10) days from the date of this notice. Any person or persons who shall be convicted of being the author or keeper of a nuisance, or otherwise guilty of a violation of any of the provisions of this chapter, shall be fined not less than \$200.00. Each day's violation of a provision of this chapter constitutes a separate offense.



www.ci.brownsville.or.us

COPIED

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

August 11th, 2016

Barbara Campbell
P.O. Box 852
221 Washington Street
Brownsville, OR 97327

Re: Brownsville Municipal Code Notice

Dear Barbara:

There is a rule in the Brownsville Municipal Code that I would like to bring to your attention regarding the recreational vehicle on your property at 221 Washington Street. The property is located in a Medium Density Residential (MDR) zone which allows recreational vehicle use for a specific time frame. Basically property owners are allowed to occupy recreational vehicles for three weeks or 21 days, if the RV's are self-contained. During a recent inspection, it appears that this RV is already being occupied.

I have enclosed a copy of the ordinance for your convenience. You may also access the entire Municipal Code at www.ci.brownsville.or.us. The City's main concern with the current setup is that the RV needs a permit, and appears to have been occupied for some time already. The recreational vehicle may be occupied for up to twenty one (21) days. However, it is necessary for you to come down to City Hall to acquire the necessary permit. *(There is no fee for the permit.)* If the RV continues to be occupied after August 31, 2016, corrective action may be taken, which can include being cited into Municipal Court and fines and fees may apply. Please feel free to stop in if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "SMC", is written over the typed name.

S. Scott McDowell
Administrator

c: File

To the city of Brownsville.

This is appeal to the Brownsville city and court.

We received a notice on 09/07/2016 posted in our yard regarding a ongoing RV occupation as a nuisance. I am sorry for this nuisance; I did not know when Mr. Richard Sanders got here from Montana that having a travel trailer in your driveway was considered a nuisance. I had no idea it was a violations of the city code until we received a notice in the mail. At that time, I went to get a permit. However the permit has now ran out.

I am sorry, we do not want him living forever in our yard, but we are trying to help him. He is 70years old. He is sick. His daughter was murder in 1991 and 4 years ago is wife died. He is sick, depression and alone. He is not loud. He just sits and watches tv and sleeps. We serve his meals to him. He washes in our home and we prepare his meals.

We are trying to find him a place close to us so we can help him. The Brownsville trailer park said his trailer is too old. We did find a spot behind the foster store in foster, but it was full of druggies. My heart would not let me leave him there. This is a small town, where people watch out for each other. Where is the hospitably. I am just trying to do the right thing and it ends up being the wrong thing? I can move the trailer anywhere in my yard to make it better, if that would be ok?

I drove around town and there are a lot of people living in trailers and 5th wheels. I can understand why there should be some kind of rule to where they can be and maybe hardship permits could be given out. As long as the people staying the trailer were not doing something illegal or being loud or rude, and no problem with the people around them, maybe those people could get a permit to stay longer. Anyway that is besides the point. But by driving around Brownsville and looking for trailers, I learned that this rule is not working for a lot of Brownsville residents.

The Koa camp is opening for monthly rentals in October. So I am guessing we will move him there. It is clean and close to I-5. I am just hoping that someone can help me solve this problem. I do not want to fight city hall. I do not want to break the law or rules. I just want to help one old ,depressed, sick man find a place to live.

Thank you

Barbara Ellison



PROCLAMATION

ARBOR DAY 2016

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and;

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and;

WHEREAS, Arbor Day is now observed throughout the Nation and the World, and;

WHEREAS, trees can reduce the erosion of precious topsoil by wind and water, lower heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide more habitat for wildlife, and;

WHEREAS, tree are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood based products, and;

WHEREAS, trees in our community increase property values, enhance the economic vitality of business areas and beautify our community, and;

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal;

NOW THEREFORE, I, Mayor Don Ware of the City of Brownsville, do hereby proclaim **October 15th, 2016** as **Arbor Day** in the City of Brownsville and I urge citizens to celebrate Arbor Day and to support the efforts to protect our trees and woodlands, to plant and care for trees for future generations.

Dated this 27th day of September, 2016.

ATTEST:

S. Scott McDowell
City Administrator

APPROVED:

Don Ware
Mayor



ADDENDUM

Council approved the contract with the following conditions:

1. Council approves the five percent (5%) increase for this contract.
2. Council requests quarterly reviews of service goals.
3. Council will monitor traffic control and leash law issues at the monthly meeting.
4. Council prefers the contract increase to match the annual valuation increase.
5. Council understands the option of decreasing the total monthly hours of the contract.
6. Council appreciates the working relationship with the Linn County Sheriff's Office.


Don Ware
Mayor


S. Scott McDowell
City Administrator

LINN COUNTY ROAD DEPARTMENT

Brownsville Speed Study

August, 2016

This evaluation provides information on observed traffic speeds and speed related signs on the roads Gap Rd. and Washburn St., both located in the City of Brownsville area.

The 85th percentile of observed traffic speed is used as a guideline when evaluating appropriate speed signage to post on a road, according to the Oregon Department of Transportation (ODOT) Speed Zone Manual. The ODOT Speed Zone Manual can be found at:

https://www.oregon.gov/ODOT/HWY/TRAFFIC-ROADWAY/docs/pdf/Speed_Zone_Manual.pdf

This report is a preliminary evaluation to inform the consideration of a change in posted speeds on the roads Gap Rd. and Washburn St.. The Oregon Revised Statute (ORS) 810.180 gives road authorities the jurisdiction to change posted road speed to 5 MPH less than the designated statutory speed if an engineering study is conducted and certain conditions are met. (For statutory speeds see ORS 801.100)

Road Name	Washburn St.	Gap Rd.
Report ID	A	B
Date	2/14/2011 - 2/16/2011	2/14/2011 - 2/16/2011
MP	2.64	2.75
50% Speed	26.7 MPH	53.4 MPH
85% Speed	31.5 MPH	59.8 MPH
90% Speed	32.4 MPH	61.1 MPH
Posted Speed	MP 2.34 : 30 MPH	MP 3.388 : 40 MPH
Average Daily Traffic	1345.3	656.7
% Trucks	13%	14%

Two Linn County traffic studies were used in the preliminary evaluation of traffic behavior with respect to speed on the roads of interest entering and exiting Brownsville from the south. From south to north, Gap Rd. connects with Washburn St. as Brownsville city limits are entered. Two speed zone signs are posted for northbound traffic. The south-most is a 40 MPH sign on Gap Rd. at mile post 3.35. The sign posted north of this is a 30 MPH sign on Washburn St. at mile post 2.34. (See pg. 3 for traffic count locations and current speed signage locations.)

The 85th percentile speed for Gap Rd. was 59.8 MPH. This means that 85% of vehicles were traveling at or below this speed. This speed is much higher than the closest posted speed of 40 MPH. However the traffic counter was located before the 40 MPH sign, and thus the Basic Speed Rule dictates that the speed on this section of a rural paved road is 55 MPH. The 85th percentile speed of 59.8 is 4.8 MPH higher than the assumed speed of 55 MPH. If a decrease in traffic speed is desired on this section of road it is recommended that the addition of a speed sign of less than 55 MPH and greater than the next posted speed of 40 MPH be evaluated and enforced.

The 85th percentile for Washburn St. was 31.5 MPH. This speed is close to the posted speed of 30 MPH, with an addition of only 1.5 MPH. This is so small a difference that no changes are necessary. However if unsafe speeds are currently being observed, a possible increase in speed enforcement is recommended. For overall guidelines on speed zoning, reference Oregon Administrative Rules (OAR) 734-020-0014, -0015, -0016, -0017 and -0018.

Prepared by:



Eleanor Daniels, Engineering Intern
Linn County Road Department

Reviewed by:



Chuck Knoll, PE (Civil, Environmental)
Linn County Engineer

Traffic Count Locations Map



SEP 7 2016

Clerk 

IN THE MUNICIPAL COURT OF THE CITY OF BROWNSVILLE
LINN COUNTY, OREGON

In the Matter of Making)	
AUDIO RECORDINGS or the REPORTING)	General Order No. 16-01
Of proceedings in the Municipal Court.)	

This matter came before the Court on its own motion; the Court finds that, pursuant to ORS 221.358, any party may arrange for the audio recording or the reporting of proceedings before this Court by stenographic or other means; the Court finds that it is in the interests of justice and the efficient conduct of proceedings before this Court to establish rules for the making such recordings or reporting of proceedings; now, therefore,

IT IS HEREBY ORDERED that the recording or reporting of proceedings in this Court shall be allowed subject to the following:

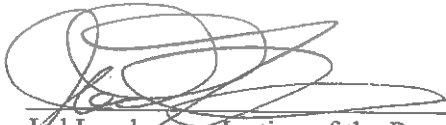
1. All recordings or reporting of proceedings are subject to the provisions of ORS 8.340 to 8.360, and ORS 221.358. Audio recording of proceedings in this Court shall be made pursuant to policies and procedures established by the State Court Administrator of the Oregon Judicial Department. Stenographic reports or reports by other means of proceedings in this Court shall be made by a person meeting the qualifications and requirements set forth in ORS 8.415 to 8.455. The term "other means" in the phrase "reports by other means" refers to "Voicewriting reporting" as that term is defined in ORS 8.415(5).
2. A notice of intention to record or report a proceeding shall be filed with the Court and served upon the adverse party not less than 14 days before date scheduled for the proceeding to be recorded or reported. A certificate of service upon the adverse party must accompany the notice.
3. The notice must disclose whether the party intends to make an audio recording or a report by stenographic or other means, the full name of the reporter, person or entity making the recording or the report of the proceeding together with the business address, telephone number or other contact information of the reporter, person or entity making the recording or the report of the proceeding. The party submitting the notice of intention to record or report a proceeding shall certify that the recording or reporting of the proceeding shall comply with the statutes referred to in paragraph 1, above, and the provisions of this Order.
4. An audio recording or reporting by stenographic or other means as defined above shall be allowed provided that:
 - a. Audio recording or reporting by stenographic or other means in this Court shall be subject to the provisions of ORS 8.340 to 8.360, and ORS 221.358.
 - b. Audio recordings shall be made pursuant to and in accordance with policies and procedures established by the State Court Administrator of the Oregon Judicial Department.
 - c. Reports by stenographic or other means shall be made by a person meeting the qualifications and requirements set forth in ORS 8.415 to 8.455.

5. The trial, hearing or other proceeding to be audio recorded or reported must be recorded or reported in its entirety; no selective recording or reporting of parts of trials, hearings or other proceedings shall be made or allowed; no selective recording or reporting of the testimony of particular witnesses or parts of a witnesses testimony shall be made or allowed; no selective recording or reporting of the arguments of any of the parties or rulings by the Court shall be made or allowed; no selective recording or reporting of any other segment of a trial, hearing or other proceeding shall be made or allowed.

5. No video recording of proceedings in this Court shall be made or allowed.

6. No recording or report of a proceeding in this Court shall be the official record of the proceeding unless the party-proponent of the record files with the Court the written consent of the adverse party. The Court shall not consent to or certify a recording or a report as the official record of a proceeding unless the party-proponent files a full, complete and readily replay-able copy of the audio recording, if an audio recording is made, or a full and complete copy of the transcript of the record if the proceeding is recorded by stenographic or other means.

Dated this 7th day of September 2016



Jid Lemhouse, Justice of the Peace,
Presiding as Municipal Judge



http://democratherald.com/news/council-supports-rural-economic-development-plan/article_4c3b0329-9899-507b-a1ce-d985a9ddcc50.html

Council supports rural economic development plan

ALEX PAUL Albany Democrat-Herald 2 hrs ago



Alex Paul, Democrat-Herald

Scott McDowell told the Sweet Home City council about the Rural Linn Economic Development organization's long-term r economic development plan Tuesday evening.

SWEET HOME — Members of the City Council expressed support Tuesday evening for a Rural Linn County economic development proposal presented by Scott McDowell, a member of the Ford Institute Leadership Program.

McDowell, who is the city administrator in Brownsville, told the council the project has been years in development. He said the “cohort,” composed of area members, looked both locally and nationally at successful economic development programs to develop what they believe will be a workable program for east Linn County.

Cohort participants in addition to McDowell were Sheryl Casteen, Sharon Kanareff, Craig M Jo Ann McQueary, John Morrison, Ronn Passmore, Peggy Purkerson and Bob Thayer.

“A lot of blood and sweat and tears have gone into this effort,” McDowell said. “We have talked with a number of economic development directors.”

McDowell said the basic idea of the entire project is regional economic development.

“It is easy to see the impact of economic decline on a rural community,” he noted in an overview to the council. “What is not so apparent is the shattering of the communities’ very fiber. As it leaves, the communities’ volunteer base — the people who coach the Little League, man the engines, or serve on the school board — goes with them.”

The group is called the Rural Linn Economic Development organization.

The plan would focus on five key areas and have a goal of transformation by 2030, McDowell said, and success would be measured not only in economic terms, but also social values:

- Establish a rural-focused, primary point of contact which will collaborate with all existing service organizations to align and focus resources. RLED will collect and share information on services available to rural business and help create contact points.

- Connect new entrepreneurs with learning opportunities and startup support. RLED will help connect new and existing businesses with access to business plan development and legal and professional advice.
- Assist existing or relocating businesses in successfully implementing their growth strategies. RLED will assist businesses in developing marketing plans, suggest potential collaborators and match employers with potential sources of skilled labor.
- Link existing and potential rural Linn County employers with a skilled and trained workforce. RLED will help coordinate efforts of workforce trainers to meet current and future needs and advocate for rural training programs that match the needs of existing and potential rural employers.
- Advocate for improved market conditions, legislative, regulatory or government, particularly those directed at workforce readiness and development. RLED will work with state, county and local governments to ensure regulations and legislation are designed to stimulate rather than stifle local rural business growth, such as streamlining the building permit and engineering processes.

The RLED concept calls for hiring a full-time person with a budget of \$150,000 per year for the next five years.

"We're all doing our own thing," McDowell said, "but it's not working."

Mayor Jim Gourley said the council will provide a letter of support for the effort and may also be able to provide some funding.

"I've long believed that we were ignored, so this is refreshing," councilor Dave Trask said.

Contact Linn County reporter Alex Paul at 541-812-6114.

ALEX PAUL {EMP}



Oregon

Governor Kate Brown

Housing and Community Services

North Mall Office Building
725 Summer St NE, Suite B
Salem, OR 97301-1266
PHONE: (503) 986-2000
FAX: (503) 986-2020
TTY: (503) 986-2100
www.ohcs.oregon.gov

For Immediate Release

July 25, 2016

Contact:

Willamette Neighborhood Housing Services
541-752-7220 x 300 info@w-nhs.org

State Program Offers up to \$35,000 in Assistance for Struggling Homeowners

The state of Oregon announces a foreclosure prevention program that will launch in Linn, Benton and Lincoln counties on Wednesday August 3rd at noon. The program is called “Home Rescue” and will provide assistance to homeowners struggling to pay their mortgage in two ways - through monthly mortgage payments (up to 12 payments with a maximum benefit of \$20,000), and a reinstatement payment to bring mortgages current (up to \$15,000). Additional regions of the state will be phased in every two weeks until all Oregon counties are eligible to apply on August 17th.

Homeowners interested in the program can apply online by visiting www.OregonHomeownerHelp.org. The website features an eligibility questionnaire and instructional video to help people learn more about the program and guide them through the application process.

To qualify, applicants must be able to demonstrate at least a 10% reduction in projected 2016 income compared to any tax year between 2009 and 2015. Additional information about eligibility requirements and the application process can be found at www.OregonHomeownerHelp.org. Every two weeks the program opens a limited number of applications slots that remain open until filled. The program opens new opportunities to apply every two weeks at noon until all program funds have been exhausted. This program aims to provide assistance to approximately 3,500 homeowners across the state. Funding for Home Rescue is provided by the United State Treasury’s “Hardest Hit Fund”, which allocated \$220 million to Oregon in 2010 and an additional \$94.5 million in 2016 to administer foreclosure prevention programs.

Oregon Housing and Community Services administer the Hardest Hit Funds through the Oregon Homeownership Stabilization Initiative (OHSI). To date, OHSI has provided more than \$200 million in assistance to more than 15,000 homeowners. Performance reports for OHSI are available online at www.OregonHomeownerHelp.org.

OHSI customer service can be reached via email at Homeowner.Help@oregon.gov or by phone, 503.986.2025. OHSI partners with many local housing nonprofits throughout the state for program delivery. For immediate housing help, homeowners can find the nearest housing counselor by visiting www.OregonHomeownerSupport.gov.

###



S. Scott McDowell

From: GREG KLEIN <gklein@linnsheiff.org>
Sent: Wednesday, August 24, 2016 11:36 AM
To: admin@ci.brownsville.or.us
Subject: Drug Take-Back

Scott,

Sheronda Allen our Service Aid-Property Evidence Officer will be calling you to talk about the drug-take back in October. The Sheriff's Offices throughout Oregon and other law enforcement agency's in conjunction with the Drug Enforcement Agency (DEA) are providing this service for people to hand in prescribed and other unwanted medications that are no longer used or out dated.

The medications would be seized by the Sheriff's Office and destroyed. Sheronda will be setting the up the location for this service at the substations, and would like to brief local officials of this service and your assistance and how to get this information out to the community will be appreciated.

Thanks

Sergeant Greg Klein
Linn County Sheriff's Office
gklein@linnsheiff.org
541-967-3950

S. Scott McDowell

From: KerenOhr Levine <kereno.brownsville@gmail.com>
Sent: Monday, August 22, 2016 6:47 PM
To: sen.leebever@state.or.us; rep.philbarnhart@state.or.us
Cc: S. Scott McDowell
Subject: Help needed to combat compromised urban forest issues

Hello. I am writing to express concerns about our compromised urban forests. Drought has compromised our trees allowing pine-bark beetles, cedar blight, and other pests impacting the tannin oaks and firs to decimate our woodlands. I'm sure you've noted the flagging or dead trees throughout the Willamette Valley. This very much affects rural landowners but in their cases the available resources and dangers are slightly different. My concern is that in our urban areas, even in small towns such as Brownsville, these decaying trees present a real threat to neighboring structures----and their inhabitants! Removal is a costly burden to homeowners--and I seek assistance in the form of low-interest loans or grants to help alleviate the burden.

In my case PPL badly trimmed a pine under the power line. Their arborist agreed that the poor trim coupled with the drought conditions allowed the tree succumb to the pine bark beetle. PPL came back a few months later and cut out the remaining tree. Meanwhile a healthy 100' pine across the drive caught the beetle and quickly died. Within a few months the rot has spread and the tree now presents a danger to our neighbors, the power lines and passers-by should it fall. I have other tall pines on my property and the neighboring hillside is full of trees that appear infected. It will cost me just under \$2,000 to cut the one tree near the street. Another is on a steeper slope and will cost \$6,000 to remove. There are still others around the property and neighboring hillside, as I have mentioned. Eventually this will spread far and wide.

Could a bank of funds be made available to homeowners to repay at low or no interest? I want to be a responsible steward and a good neighbor, but the unanticipated cost of tree removal is staggering. And that, from the perspective of a professional educator who is employed full time. What about all the people who are retired or low-income and cannot begin to afford an arborist? How can we help stop the spread of the diseases other than by removal of trees? As I look at this result of climate change I am thinking we may need help before fire or injury result.

Thank you for your consideration to this matter. I have brought it up to our City Administrator, Scott McDowell, who is copied in this email. Thank you all for your service.

--

Keren Levine
PO Box 401
Brownsville, OR 97327



Please Pardon our Progress!

- ▶ McGovern Maintenance will be removing the street trees which have long outlived their useful life along the south side of Spaulding Avenue.

- ▶ McGovern will be patching the concrete.

- ▶ The City parking lot by the Spaulding Avenue restrooms will be used as a staging area for the contractor.

- ▶ The City will try to do everything we can to minimize the disruption, but it will be difficult for a couple of days.

Thursday – August 25th, 2016

Friday – August 26th, 2016

Monday – August 29th, 2016



1400 Queen Ave SE • Suite 201 • Albany, OR 97322
(541) 967-8720 • FAX (541) 967-6123

MEMORANDUM

DATE: September 1, 2016

TO: The Honorable Don Ware, Mayor, City of Brownsville
S. Scott McDowell, City Administrator, City of Brownsville

FROM: Fred Abousleman, Executive Director
Oregon Cascades West Council of Governments (OCWCOG)

RE: Update on OCWCOG Activities and Programs

Senior and Disability Services Department

- *Meals on Wheels Program*

	<i>February, April, and May 2016</i>	<i>April, May, and June 2016</i>	<i>February, April, and May 2016</i>	<i>April, May, and June 2016</i>
Linn County	2,135 individuals	2,120 individuals	30,454 meals	30,128 meals
Regionally	3,450 individuals	3,370 individuals	49,465 meals	48,700 meals

- *Retired Seniors Volunteer Program (RSVP)*

- Linn County – 70 volunteers who served over 3,667 hours in the last three months.
- Regionally – 303 volunteers who served over 9,650 hours in the last three months.
- Together, these volunteers assisted 38 different agencies across the region. 14 of these agencies were in Linn County.

- *Senior Health Insurance Benefits Assistance Program (SHIBA)*

- Linn County – Eight volunteers assisted 197 clients in the last three months.
- Regionally – 31 volunteers assisted 543 clients in the last three months.
- Medicare Classes – 105 individuals from across the region took advantage of the free classes; ten of these individuals were in Linn County.

- *Aging and Disability Resource Connection (ADRC)*

	<i>Unduplicated Consumers</i>	<i>Total Number of Calls*</i>
April 2016	614	810
May 2016	676	849
June 2016	612	778
Total	1,902	2,437

*Total Number of Calls – includes emails, faxes, mail, in-person, other, and unspecified contacts with OCWCOG staff.

- *Foster Grandparent Program*

- Linn County – 23 volunteers working with children (aged 3-18) served for 3,976.5 hours over the last three months; volunteers served in 14 schools or academic-based community-sites throughout Linn County.
- Regionally – 31 volunteers working with children for 6,016 hours served over the last three months; volunteers served up to 24 hours per week at 20 schools or academic-based community-sites.

- **Adults Protective Services (APS)**

	Regionally		Linn County	
	<i>Complaints Received About Possible Abuse</i>	<i>Cases That Were or Are Still Being Investigated</i>	<i>Complaints Received About Possible Abuse</i>	<i>Cases That Were or Are Still Being Investigated</i>
April 2016	95	7	60	22
May 2016	76	32	42	41
June 2016	74	32	40	37
Total	245	71	142	100

Community and Economic Development Department

- **Business Lending Program**
 - Lending staff closed and funded a loan using Rural Development Funds (RDF) in June. The loan funded additional inventory and working capital for a milling business in Brownsville, OR. The RDF financed \$100,000, which represents approximately 27% of the entire project.
 - An application for Rural MicroEntrepreneur Lending of up to \$50,000 has been submitted to the U.S. Department of Agriculture (USDA) in order to obtain additional funds to lend in rural areas. Additionally, the lending department is exploring alternative revenue options.
 - Marketing efforts continue throughout the tri-County area, which have resulted in receiving prospect calls from borrowers and directly from banks and credit unions.

Transportation Services

- **Transportation Options**
 - For the period of April 1 to June 30, 2016, a total of 177 new people joined the www.DriveLessConnect.com database for Benton, Lincoln, and Linn Counties. Overall during that period, members logged 305,872 non-drive-alone miles, including 8,277 bike trips, 1,305 bus trips, 3,688 carpool trips, 2,175 vanpool trips, and 2,179 walking trips. This resulted in an estimated CO₂ reduction of 249,410 pounds, as well as 12,436 gallons of gas saved, and \$85,639 saved by participants.
 - The annual *Get There* campaign, a partnership between OCWCOG and the City of Corvallis, took place May 2-22 across Benton, Lincoln, and Linn Counties, and featured events and prizes promoting walking, biking, carpool/vanpool, transit, and teleworking. Sponsors included Oregon State University, vRide, Enterprise Rideshare, the Handlebar, and Chinook Winds Casino Resort.
- **Cascades West Ride Line**
 - **Non-Emergent Medical Transportation**
 - 3,638 Ride Line (non-emergent medical transportation) clients received transportation in the last three months, taking a total of 50,444 trips. The majority of these trips were sedan trips (29,914) or mileage reimbursements (13,544).

	<i>Trips</i>	<i>Clients</i>
Linn County	34,442	2,252
Regionally	50,444	3,638

- In total, nearly 66,377 individuals are eligible for transportation assistance in OCWCOG's tri-county region, including 37,052 in Linn County (3,615 Oregon Health Plan; 31,526 IHN; plus, other Linn County residents on OHP with another Coordinated Care Organizations total 1,911).
- The majority of transportation services are for physical, mental, and dental health. The single highest concentration of transportation services continues to be around Alcohol and Drug treatment, and Mental Health.

- Ride Line: Bikeshare Pilot Project: *Pedal Corvallis*
 - In partnership with the InterCommunity Health Network Coordinated Care Organization, the region's Medicaid provider, OCWCOG and several community partners launched a pilot bikeshare program in Corvallis on June 30. The *Pedal Corvallis* program features six bike stations and 35 bikes throughout the city.
 - As of two weeks after the launch, the program has 50 active members who have taken a combined 112 bikeshare trips.
 - For more information, visit www.OCWCOG.org/pedal.
- Albany Area Metropolitan Planning Organization (AAMPO)
 - *AAMPO Public Hearing on September 28 at 2:30 pm*
 - The AAMPO Policy Board will hold a public hearing to review amendments to the *Transportation Improvement Program (TIP)* and *Regional Transportation Plan (RTP) Framework* to add a new project: *Interstate 5: Delaney Rd to Albany*. The project will allocate \$3,000,000 to study and complete preliminary design work for a third lane on Interstate 5 between Salem (Milepoint 248.41, Delaney Rd) and Albany (Milepoint 228.00, Hwy 20 Interchange). This includes \$2,691,900 in federal funds and \$308,100 in match, provided by the Oregon Department of Transportation. The project does not include funding for construction. Project information and a map of the proposed project area is available [here](#). Public Hearing is available on [AAMPO's website](#).
 - *AAMPO Transit Development Plan*
 - AAMPO staff is working with Linn County staff to coordinate transit planning efforts of the Linn County Transportation Service Provider, Linn County Coordinated Plan, local transportation service providers, and AAMPO Transit Development Plan (TDP) to ensure comprehensive transit planning for the wider travel shed.
 - Staff completed additional data-gathering to better understand transit needs in Millersburg, Jefferson, and Tangent. This included two focus group meetings, and a review of U.S. Census commute data, travel patterns of Ride Line call center clients, and *Drive Less Connect* carpooling program registrants. Findings are available [here](#), and will inform next stages in the TDP.
 - *Albany Multimodal Transportation Center - Planning and Preliminary Design*
 - Staff worked with the City of Albany to prepare a scope of work for a preliminary layout and design of a transit vehicle storage facility (bus barn) to serve the Albany Transit Service. This effort will produce a building size and layout plan, identify property requirements, evaluate access needs, and develop project costs estimates. Inter-governmental agreements are anticipated for execution in early FY2016-2017, with work is beginning shortly thereafter.
 - *Linn-Benton Loop*
 - Staff facilitated a Joint Meeting with the Corvallis Area Metropolitan Planning Organization (CAMPO), at which CAMPO and AAMPO Boards provided approval of draft Linn-Benton Loop Governance Inter-Governmental Agreement (IGA). The IGA subsequently required additional revisions and is anticipated for execution in early FY2016-2017, following a second round of review by AAMPO, CAMPO, Linn-Benton Community College, and the City of Albany.
 - *Support for Regional Planning Activities*
 - Served on the *Benton County 2040 Thriving Communities Initiative Council*, the *Corvallis Transportation Service Providers Steering Committee*, and *Technical Advisory Committees* for: Linn Transportation Service Providers, Millersburg Transportation Service Providers, Linn County Coordinated Plan, and Benton County Coordinated Plan.
 - *Additional Activities*
 - Adopted [FY2016-2017 Work Program](#) following review by the Federal Highway Administration, Federal Transit Administration, Oregon Department of Transportation, and AAMPO Technical Advisory Committee, and a 15-day public comment period.

- Staff was invited to present at two sessions of the *Community Transportation Association of America* conference in May: '*The Transportation PIE: Planning, Inclusion and Engagement Symposium*' and '*Sustainable Funding for Mobility: What's New, What's Tried and True?*'

MONTH END RECAP

	YTD 2016		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 16,288.30	\$ 59,722.18	\$ 59,722.18	5.11%	\$ 1,108,802.82	1
2 WATER	\$ 27,675.46	\$ 34,449.41	\$ 34,449.41	5.56%	\$ 584,800.59	2
3 SEWER	\$ 26,845.45	\$ 30,425.15	\$ 30,425.15	6.25%	\$ 456,499.85	3
4 STREETS	\$ 12,703.57	\$ 13,361.89	\$ 13,361.89	3.48%	\$ 370,238.11	4
5 WATER BOND	\$ -	\$ -	\$ -	0.00%	\$ 85,003.00	5
6 SEWER BOND	\$ -	\$ -	\$ -	0.00%	\$ 376,175.00	6
7 SEWER DEBT FEE	\$ 10,768.24	\$ -	\$ 10,768.24	8.61%	\$ 665,500.00	7
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 78,229.00	8
9 WATER RESERVE	\$ -	\$ -	\$ -	0.00%	\$ 199,875.00	9
10 HOUSING REHAB	\$ -	\$ -	\$ -	0.00%	\$ 74,145.00	10
11 WATER SDC	\$ -	\$ -	\$ -	0.00%	\$ 273,965.00	11
12 SEWER SDC	\$ -	\$ -	\$ -	0.00%	\$ 53,126.00	12
13 STORMWATER SDC	\$ -	\$ -	\$ -	0.00%	\$ 38,398.00	13
14 BIKEWAY/PATHS	\$ 88.61	\$ -	\$ 88.61	0.00%	\$ 5,931.00	14
15 LIBRARY TRUST	\$ -	\$ -	\$ -	0.00%	\$ 68,025.00	15
16 CEMETERY	\$ 125.00	\$ -	\$ 125.00	0.00%	\$ 4,400.00	16
17 TRANSIENT ROOM TX	\$ 249.49	\$ -	\$ 249.49	0.00%	\$ -	17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ 9,972.00	18
19 LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 154,379.00	19
20 COMMUNITY PROJECTS	\$ -	\$ 2,121.00	\$ 2,121.00	1.36%	\$ -	20
	\$ 94,744.12	\$ 140,079.63	\$ 140,079.63			

KeyBank Accounts

General	\$ 73,576.11
Utility	\$ 20,519.86
Park	\$ 6,162.50
Court	\$ 2,633.00
Oregon State Treasury	\$ 3,834,438.42
Community Improvements	\$ -

2016-2017	YTD	% of Total
Appropriated	\$ 4,747,544.00	2.95%

DEBT Payments

Water	\$ 54,928.00
Wastewater	\$ 397,654.00
Totals	\$ 452,582.00

Total Debt

Water	\$ 784,574.00
Wastewater	\$ 6,145,365.00
Total	\$ 6,929,939.00

MONTH END RECAP

	REVENUE	EXPENDITURES	YTD	%	Unexpended	
1 GENERAL	\$ 31,435.63	\$ 39,939.87	\$ 102,053.47	8.73%	\$ 1,066,471.53	1
2 WATER	\$ 32,193.39	\$ 19,072.44	\$ 56,983.59	9.20%	\$ 562,266.41	2
3 SEWER	\$ 28,314.83	\$ 17,524.41	\$ 48,990.45	10.06%	\$ 437,934.55	3
4 STREETS	\$ 11,961.75	\$ 11,796.84	\$ 25,258.45	6.58%	\$ 358,341.55	4
5 WATER BOND	\$ -	\$ -	\$ -	0.00%	\$ 85,003.00	5
6 SEWER BOND	\$ -	\$ -	\$ -	0.00%	\$ 376,175.00	6
7 SEWER DEBT FEE	\$ 11,251.52	\$ -	\$ 22,405.03	17.62%	\$ -	7
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 665,500.00	8
9 WATER RESERVE	\$ -	\$ -	\$ -	0.00%	\$ 78,229.00	9
10 HOUSING REHAB	\$ -	\$ -	\$ -	0.00%	\$ 199,875.00	10
11 WATER SDC	\$ 2,093.00	\$ -	\$ -	0.00%	\$ 74,145.00	11
12 SEWER SDC	\$ 5,160.00	\$ -	\$ -	0.00%	\$ 273,965.00	12
13 STORMWATER SDC	\$ 1,968.00	\$ -	\$ -	0.00%	\$ 53,126.00	13
14 BIKEWAY/PATHS	\$ 78.99	\$ -	\$ -	0.00%	\$ 38,398.00	14
15 LIBRARY TRUST	\$ -	\$ -	\$ -	0.00%	\$ 5,931.00	15
16 CEMETERY	\$ 1,500.00	\$ -	\$ -	0.00%	\$ 68,025.00	16
17 TRANSIENT ROOM TX	\$ -	\$ -	\$ -	0.00%	\$ 4,400.00	17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	\$ -	18
19 LAND ACQUISITION	\$ -	\$ -	\$ -	0.00%	\$ 9,972.00	19
20 COMMUNITY PROJECTS	\$ -	\$ 3,385.00	\$ 5,506.00	0.00%	\$ 9,972.00	19
	\$ 125,957.11	\$ 91,718.56	\$ 238,791.96	1.36%	\$ 150,994.00	20

KeyBank Accounts

General	\$ 98,321.87
Utility	\$ 20,550.00
Park	\$ 6,162.50
Court	\$ 2,633.00
Oregon State Treasury	\$ 3,842,202.30
Community Improvements	\$ -

2016-2017	YTD	% of Total
Appropriated	\$ 4,747,544.00	2.95%

DEBT Payments

Water	\$ 54,928.00
Wastewater	\$ 397,654.00

Total Debt

Water	\$ 784,574.00
Wastewater	\$ 6,145,365.00
Total	\$ 6,929,939.00