



CITY OF BROWNSVILLE

Council Meeting

Tuesday – April 26th, 2016

Regular Session 7:00 p.m.

Table of Contents

1	Agenda
4	<i>Minutes: March 22nd, 2016</i>
11	Administrator
23	Public Works
25	Planning
26	Sheriff
30	Court
31	Library
32	Council Goals (<i>January Update</i>)
36	Council Values
39	R 2016.08: Supporting Central Linn School District
41	R 2016.10: Annual Verification of Services (SRS)
42	Mental Health Month Proclamation
43	Older Americans Month Proclamation
44	Information Concerning CLSD Bond Measure
58	Annual L.C. Pioneer Picnic Letter
60	L.C. Pioneer Picnic Closure Request
61	Linn County Sheriff's Office Contract
65	OLCC Renewal Information
68	D.A. Davidson Information
71	LOC Recreational Immunity Update
73	State & Linn County General Information
79	CIS Coverage Discussion
82	Citizen Concern
83	Speer Hoyt Rate Increase
84	Financials

Sun	Mon	Tue	May Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Phases of the moon: 8:☉ 13:☾ 21:☽ 28:☾

Holidays and Observances: 8: [Mother's Day](#), 30: [Memorial Day](#)

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Phases of the moon: 4:☉ 12:☽ 20:☽ 27:☾

Holidays and Observances: 19: [Father's Day](#)

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31						

Phases of the Moon: 4:☉ 11:☽ 18:☽ 28:☾

Holidays and Observances: 4: [Independence Day](#)



CITY OF BROWNSVILLE

Council Meeting

**City Hall – Council Chambers
Tuesday, April 26th, 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: March 22nd, 2016
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Blaine Cheney – Central Linn Bond Support
 - B. Kaye Fox – Canal Company Partnership
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Public Works
 - C. Administration
 - D. Library
 - E. Court
 - F. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)
 - ✦ Council asks that comments be limited to three minutes per audience member. Please state your name and address prior to commenting for the public record.

This Agenda is a 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.



9) LEGISLATIVE:

- A. **Resolution 2016.08:** Supporting Central Linn School District (*Tabled from March*)
- B. **Resolution 2016.10:** Annual Verification of Services (State Revenue Sharing)

10) ACTION ITEMS:

- A. Linn County Pioneer Picnic Letter
- B. Linn County Pioneer Picnic Requests
- C. Linn County Sheriff's Office Contract Review
- D. OLCC Renewal Notification
- E. D.A. Davidson Agreement – Bond Debt
- F. Central Linn School District Agreement (*Tabled*)
- G. Library Advisory Board Business
- H. Mental Health Month Proclamation
- I. Older Americans Month Proclamation

11) DISCUSSION ITEMS:

- A. Goal Review Options
- B. Municipal Court Transition
- C. March Financials

12) CITIZEN QUESTIONS & COMMENTS

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

13) COUNCIL QUESTIONS & COMMENTS

14) EXECUTIVE SESSION

- Council will be discussing a real property transaction.
- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will

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.



invoke Section (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

- Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.
- A final decision may be made after this Session.

15) ADJOURN

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



Council Minutes

March 22nd, 2016

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

PUBLIC: Sgt. Greg Klein (LCSO), Linda McCormick, Patty Linn, Don Andrews, Allen Buzzard, Jerry Papineau, Linda Hite, Karen Grant, Jannea Deaver, Elizabeth Coleman, Eric Gerber, Linda Scronce-Johnson, Sharon McCoy, Linda Cheney, Brian Tenbusch, Chandra Evans, Kihara Evans, Janessa Evans, Michael Evans and Alex Paul (Democrat Herald).

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: McDowell informed Council that he will be replacing 6A. Goal Priority, with a presentation from Karen Grant, Single Action Shooting Society, concerning a demonstration in the Park during the Pioneer Picnic event. Other additions include 10) E., Appoint Mike McDaniel to the Budget Committee, and 10) F., Meals on Wheels support request.

MINUTES: Councilor Gerber made a motion to approve the February 23rd, 2016 meeting minutes as presented. Councilor Van Sandt seconded the motion. The motion passed unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

Karen Grant, Pioneer Picnic Board and Linda Hite, Single Action Shooting Society – Mrs. Grant was present to ask for Council's permission to allow an Old West Shooting demonstration in the Park during Pioneer Picnic. They are trying to implement a few new ideas and add a little excitement to the event. Mrs. Hite, as a member of the shooting group, informed Council that the demonstration was basically a re-enactment or a skit and they would be using real firearms loaded with blank bullets. She said that Council had approved this demonstration last year, but due to insurance requirements, the event did not happen. This year they have located a sponsor that will be paying for the insurance costs for this event. McDowell commented that the City has a weapons ordinance that will need to be addressed for this issue. He also stated that recreational immunity has significantly changed recently, so our insurance carrier and attorney should be consulted before approval. Council had a handout received from CIS on their desk regarding the recreational immunity implications. He will gather feedback for Council's consideration at the April meeting.

Brownsville Garden Club (BGC) – Mr. Jerry Papineau, Flower Building Irrigation Project. Mr. Papineau indicated that there is a folder on Council's desk tonight concerning irrigation around the Flower Building in the Park. (*The plan was also included in the agenda packet.*) The folder contains drawings as well as price quotes from two different vendors. Mr. Papineau is asking the City to purchase the materials for the project; the labor will be done by the BGC. Costs estimates range from \$529.14 - \$734.84. Councilor Gerber asked Mr. Frink for his input on the project. Mr. Frink stated that there have been a lot of wonderful volunteer projects done around town, however, one problem tends to be that when the volunteer momentum falls off, many projects are hard to sustain long-term. Council had several comments, from applying to Brownsville Community Foundation (BCF) for funding, to asking local vendors to perhaps donate the supplies, or



Council Minutes

at least a portion of them. Councilor Van Sandt commented that since the City does own this property, perhaps it would be appropriate to pay for this request. *Councilor Shepherd made a motion to refer the BGC to the BCF for funding for this project. Councilor Gerber seconded the motion. Discussion ensued with Councilor Van Sandt stating that she wanted to stick with the fact that the property and building belong to the City. The motion passed, with Councilor Van Sandt voting in opposition.*

Brownsville Garden Club, Linda Scronce-Johnson, President – Garden Tour. Ms. Scronce-Johnson stated that the BGC is holding their first ever garden club tour. This is the 2nd season the group has been in existence. The club is very appreciative of the City helping to pay for the flowers that beautified the town last year. She is requesting the support of the City by being named as a sponsor for the event. There is no cost to the City to be a sponsor. *Councilor Van Sandt made a motion to approve being a sponsor for the BGC garden tour for 2016. Councilor Gerber seconded the motion. Discussion was called for. Councilor Shepherd inquired if the event will require any streets being closed. Ms. Scronce-Johnson replied in the negative. She said admission will be \$15, and is basically a self-guided tour. Participants will get a map and hopefully walk around the town to the 5 various garden sites thereby generating business for the local shops. The motion was voted on and passed unanimously.*

DEPARTMENT REPORTS:

1. **Sheriff's Report.** LCSO Sgt. Klein reported that they have spent 207 local contract hours in February for the City of Brownsville, with 13 hours dedicated to traffic patrol. He also reported that LCSO will be teaming up with Oregon State Police on extra patrols on Highway 228 between Brownsville and Halsey. OSP will also be working with them during the Bi-Mart Willamette Country Music Festival. Sgt. Klein reported they had several complaints this month, one of which was a dog complaint down on Millhouse. Animal control has issued a warning to the dog owners. If there is another incident, citations will be issued. He will follow up with this at the next Council Meeting in April. Sgt. Klein also stated that LCSO will be working the Stand By Me July 23rd event, and is coordinating this effort with Linda McCormick.
2. **Public Works.** Mr. Frink reported that he has been planning for several upcoming projects. Two trees on Spaulding were damaged by a motor vehicle and had to be removed. Public Works will grind out the stumps and patch with concrete for now. Leaf clean up in the park is complete resulting in 11, 30-yard dumpsters full of debris removed. Jason Curtis will be doing the backfill on the sidewalk project connecting the Rec Center to the park as soon as weather allows. Catch basins will be cleaned out at the end of the month. The bike rack next to the bathrooms was removed and replaced with a picnic table. The City Hall front lawn project is continuing. Irrigation has been installed, and soil and sod will soon follow. The utility flyer on Council's desk tonight denotes city responsibility and homeowner responsibility for water and sewer lines. The objective of this flyer is to clarify everyone's responsibility. If room allows, it will be published in the spring newsletter as well. The new service truck has been ordered through Jim Burke at Benton County. Hopefully the vehicle will arrive within the next 45-60 days. Councilor Chambers commented that the new pet station downtown was very nice.
3. **Administrator's Report.** Mr. McDowell reported that as spring approaches there are several small projects the City is hoping to complete within this fiscal year. A Holloway Heights resident came in with a road condition concern. She was upset because the road was not paved. McDowell explained that in a situation such as



Council Minutes

this, City Staff would call in City Engineer Jon Erwin to size up the project. Funding for this project would likely be the City paying 10% of the project cost, and a LID (Local Improvement District) would be formed that would require the affected homeowners to fund the rest of the project. McDowell also provided a handout to Council that shows City and owner responsibility when it comes to public utilities. There have been several discussions with property owners recently about these responsibilities. McDowell wanted to review the facts with Council in the event someone decides to bring an issue to Council.

McDowell continues to work with the Go Team and Cascade West Council Of Governments, more information as it is available. McDowell has also been working with Brian Latta, City of Harrisburg, on VLC business; and working on the Trails to Linn website. On the OGEC follow up, it seems like everyone is doing pretty well. Please contact City Hall if you need assistance. McDowell recently hired ATEZ to do inspections at City Hall and the Rec Center, specifically the ceiling tiles there. All buildings passed with flying colors. Painting or covering the ceiling tiles is adequate. If removal is needed, further inspection will need to be conducted. On February 29th Mrs. Deaver and McDowell attended a CLRA Board meeting. Processes still need to be evaluated for efficiency, and Staff will be meeting with them soon for clarification and needed updates. The City may rely more on a depot style intake system for their paperwork. The Willamette Country Music Festival will have a hearing in front of the Linn County Commissioners on March 30th. Most agencies have signed off on the event and are very supportive. Mayor Don Ware inquired whether Mr. McDowell expected controversy. McDowell responded, no more than normal - hopefully. Staff will be at the meeting for support.

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

Chandra Evans, Ash Street, was present to speak in favor of the school bond. She is the teacher for the Learning Tree Preschool and is asking for the Council to stand with the students and parents and help the school bond pass.

Don Andrews, School Avenue, spoke in favor of the school bond. He distributed school wrist bands and pins to Council, and stated that we all have an obligation to provide the best education for the kids in our community.

Brian Tenbusch, Kirk Avenue, was also present to speak in support of passing the school bond measure. He shared many thoughts and wrapped up with claiming that it is not how much you're going to pay, just when you will pay it.

Allen Buzzard, School Avenue, read from a typed statement and spoke in opposition of the school bond. His main concern was what the face of education will look like in 30 years, and he believes it will be vastly different than today's standards.

Linda Cheney, Main Street, spoke next in favor of the bond issue, stating that we need to ensure the great sense of community between Brownsville, Halsey, and Shedd.



Council Minutes

LEGISLATIVE:

1. Ordinance 760: Park Board Meetings Modification (Second Reading). *Councilor Gerber made a motion to read O 760 by title only. Councilor Chambers seconded the motion, and it passed unanimously. Councilor Gerber made a motion to approve O 760 as presented. Councilor Shepherd seconded the motion, and it passed unanimously.*
2. Resolution 2016.07: Worker's Compensation. *Councilor Van Sandt made a motion to approve R 2016.07 as presented. Councilor Shepherd seconded the motion, and it passed unanimously.*
3. Resolution 2016.08: Supporting Central Linn School District Bond Measure. *Councilor Gerber commented that she was concerned that the proposed resolution 2016.09 does not really support the bond measure. Councilor Gerber made a motion to propose tabling the issue for now and is willing to take questions and concerns and discuss them at the April Council meeting. Councilor Shepherd seconded the motion. Mayor Ware called for discussion. Councilor Van Sandt commented that she was uncomfortable with passing this resolution that basically doesn't say anything. Councilor Chambers asked why it is Council's job to say yes or no to the school bond. She believes it is up to the voters to make their own decision. Councilor Gerber stated again that she would like to do a compilation of questions or concerns around this issue. *The motion was voted on and passed, with only Councilor Chambers in opposition.* Mr. McDowell commented that he wanted to respect Council's time this evening, but feels that Councilor Gerber is still looking for questions and concerns for Council in an effort to move the discussion forward at the next Council meeting. Councilor Chambers asked the question of why Council is being asked to comment on a political issue that is not the City's issue.*

Mr. McDowell responded that Council has just finished dealing with the marijuana issue for nearly two years, and not once did we hear from the School Board or the teachers in relation to the hard line approach that Council took on that issue. Perhaps we could assume that all those folks felt good about how Council was handling it's business. McDowell fully understands the paradox this issue is having on the community. On one hand the issue will greatly impact the City, but on the other hand it is a School Board issue.

Superintendent Gardner came into the City Administrator's office last week claiming that the City needs to refinance their debt. We review this option each year with the USDA who is ultimately responsible for evaluation of our debt and the ramifications of refinancing, etc. Staff has a very good handle on the City's financial matters and will always operate and continue to operate in the City's best interests. This issue is explained in detail each year with Council and the Budget Committee during budget season as well. McDowell has contacted Holly Halligan with USDA for further evaluation. If the City does make a move, we want to ensure that it doesn't cause USDA to view the City as a self-sustaining entity, thereby jeopardizing our ability to secure future funding. Councilor Gerber wanted to



Council Minutes

clarify what question McDowell was trying to iterate. McDowell responded that there really was no question here. He feels like the Superintendent is overreaching by focusing on City finances instead of trying to facilitate the passage of the school bond measure. McDowell's question to Council is how comfortable are you politically with this issue? If the school system leaves, we will all suffer for sure. McDowell is unsure why we are being asked for this support now. It seems like a better discussion should have happened before the School Board resolved to put the matter to the voters. McDowell has heard many negative comments from both the proponents and the opposition. Regardless of all the discussion, the School Board has set forth the course through an election. The School Board resolved to take the measure to the voter's on May 17th, 2016.

Councilor Van Sandt commented that she was sorry that McDowell has had to go through all this. Councilor Shepherd commented that he believes we should keep ourselves out of their business, and let the voters decide. Councilor Chambers commented that she has talked to a lot of people, for and against the issue. A major concern is that this bond will cost a lot of money and Council's main job is to represent all the people, not just the folks in favor of the bond. Councilor Van Sandt agreed that it is an individual decision. Councilor Gerber stated that she understands that Council may not reach agreement on this issue but believes that Council does take action on items that have political ramifications all the time. Councilor Shepherd commented that we have had meetings with School Board representatives and posed many questions that are still unanswered. Councilor Gerber would like to go ahead and get the questions to Mr. Cheney for clarification. Councilor Van Sandt stated that she thought we should not make a statement either way as a governing body. Everyone is entitled to their own opinion.

4. **Resolution 2016.09: Authorizing Library Lighting Change Order.** McDowell reminded Council that the City has entered into an emergency contract with Norm's Electric to install lighting upgrades at the library. The lighting fixture replacement bulbs are no longer available thereby forcing this upgrade. The City should see a substantial energy savings with the new LED fixtures, with a minimal amount of maintenance. In their bid, the contractor missed one entire room (approximately 16 fixtures) which consists of an additional cost of approximately \$4,000 per the change order. \$1,200 will be granted back to the City by the Energy Trust Fund. Councilor Shepherd feels that the contractor bid the job, and he would like to stick with the original proposal as provided. Mr. McDowell remarked that Norm's Electric has never gone this far askew on a bid in the past. *Councilor Gerber made a motion for Council to approve R 2016.09. No second, and no vote called for.* Councilor Neddeau commented that everyone makes mistakes, and wondered about some sort of compromise. *Councilor Neddeau made a motion to have the City pay for the materials, and ask the contractor to pay for the labor for the change order. Councilor Gerber seconded the motion, and it passed unanimously.*

ACTION ITEMS:

1. **Central Linn School District Agreement (Tabled).**



Council Minutes

2. Calapooia Food Alliance Agreement (CFA). Councilor Gerber made a motion to approve the MOU with the CFA as presented. Councilor Van Sandt seconded the motion, and it passed unanimously. Mr. McDowell clarified that this agreement deals only with the water, not the land used. The CFA will deal directly with the CLSD on the land use agreement.
3. Portable Toilets and Summer Events. Mr. McDowell reminded Council of the Brownsville Chamber of Commerce's request last month for funding to provide portable toilets for more of the summer events. (Typically each group must provide this amenity for their own event.) Last month the Chamber provided a bid that would allow for the portable toilets to remain in the park for several weeks, thereby providing service for more events. The Pioneer Picnic group has their own setup and does not wish to participate at this time. There would be 12 toilets located around town, 10 in the park and 2 in other locations around town. It was determined that City Staff would be able to make callbacks if the facilities needed extra service. Councilor Gerber made a motion to approve the expenditure of \$1,028 toward this project (this amount is what the City paid last year for this service). Councilor Shepherd seconded the motion, and it passed unanimously.
4. Appointments. Councilor Gerber made a motion to appoint Norman Simms as Volunteer Emergency Preparedness Coordinator. Councilor Van Sandt seconded the motion, and it passed unanimously.

Councilor Shepherd made a motion to appoint Mike McDaniel as a Budget Committee member. Councilor Van Sandt seconded the motion, and it passed unanimously.
5. Meals on Wheels Donation. Councilor Gerber made a motion to donate \$1,000 to the Meals on Wheels program. Councilor Shepherd seconded the motion, and it passed unanimously.

DISCUSSION ITEMS:

1. Spaulding Avenue Address Confusion. McDowell has provided maps for Council highlighting the confusion in addresses on Spaulding Avenue. This matter has been brought to the City's attention by Linn County. Linn County is upgrading and reworking their CAD system (emergency services computer system) and would like the situation to be rectified. Mr. McDowell recommended Council requesting a letter from Linn County addressing this issue. Council may have to follow up with some future legislation to accomplish this task. Councilor Gerber made a motion to direct Staff to request a letter from Linn County addressing this issue. Councilor Shepherd seconded the motion. It was voted on and passed unanimously.
2. Canal Company. McDowell informed Council that the Canal Company is having their annual meeting on May 2nd, 2016. Basically the Canal Company owns a 40' strip from 219 Millhouse to the Calapooia. The City has a reverse water right for



Council Minutes

storm water purposes. There are a total of 12 water rights along the canal. McDowell suggested perhaps having a series of town hall style meetings to get input from the public on how to garner some income to pay for the upgrades, etc. He will bring this back before Council next month.

3. February Financials. No comments.

CITIZENS COMMENTS – None.

COUNCIL COMMENTS – None.

EXECUTIVE SESSION – Entered into at 8:58 p.m.

- Council will be discussing a real property transaction and employee performance.
- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke Section (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions and Section (i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.
- A final decision may be made after this Session.

EXECUTIVE SESSION – Exit executive session at 9:22

Councilor Gerber made a motion to authorize Mr. McDowell & a Council representative to discuss a real property transaction with Central Linn School District. Councilor Neddeau seconded the motion. The motion was voted and passed unanimously.

Councilor Gerber made a motion to open negotiations on City Administrator McDowell's contract in June. Councilor Shepherd seconded the motion. The motion was voted and passed unanimously.

ADJOURNMENT: *Councilor Shepherd moved to adjourn at 9:29 p.m. Councilor Chambers seconded the motion, and it passed unanimously.*

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

April 26th, 2016

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

One liner of the month: 😊 On the other hand ... you have different fingers! 😊

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.

"Should-haves solve nothing. It's the next thing to happen that needs thinking about."

~ *Alexandra Ripley, Writer*

"We all have ability. The difference is how we use it."

~ *Stevie Wonder, Musician*

"Life isn't about finding yourself. It's about creating yourself."

~ *George Bernard Shaw, Playwright*



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

6) PUBLIC HEARINGS OR PRESENTATIONS:

A. Blaine Cheney – Central Linn Bond Measure

Councilor Gerber requested that Mr. Blaine Cheney speak on behalf of the Central Linn School Bond Measure. Last month Council heard several comments for and against the proposed measure. Council will again afford the opportunity for community members to speak about the proposed measure. Mayor Ware will make a statement prior to the discussion, reminding folks to state their name and address. He will also make them aware of the three minute rule as Council has City business to accomplish. Mayor Ware will do his best to hold the discussion to one hour.



I have enclosed written documents the City has received to date.

Many folks have been encouraged to come and speak on their perspectives at this meeting. It is important to remember that this is a Central Linn School Board issue. It was recently reported in *The Times* that several City of Brownsville personnel attended walk-throughs of the high school and the elementary school. I think it is important to remind everyone that City employees are also members of the community. They attended these meetings as members of the public.

Much has been made over where the City stands on this issue. The Central Linn School Board has been very clear what their intention is for the future direction of the District. The Board has



City Administrator Report

decided, after looking at all of the studies completed by Hill International, a professional consultant from Seattle, Washington, and their own building committee, that the best course of action is to ask the voters of the Central Linn School District to consider passing a \$32.1 M bond for a new K-12 campus to be located on the property of the current high school site.

The public has had many questions. I have done my best to answer questions I had information about and directed those folks to the School Board and the School Superintendent. There is a lot of details and information that I simply do not have. I have discussed the points with Dr. Glenn and others who have attempted to address questions and provide answers.

Council is asked to allow people to have the opportunity to discuss this issue publicly.

Related Business: Council is considering the adoption of Resolution 2016.08. Please review the resolution and discussion notes for more information. The resolution was tabled at the last meeting.

B. Kaye Fox - Canal Company Partnership

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.

9) LEGISLATIVE:

A. *Resolution 2016.08:* Central Linn School District Bond Measure

Council tabled this resolution at the last Council meeting.

From 03.22.2016: Council asked Staff and Councilor Cole to bring back a resolution for consideration regarding the upcoming bond measure as requested by Miss Grace Glenn.



City Administrator Report

What is Council being asked to do?

Discuss and consider what action to take on this resolution, if any.

B. Resolution 2016.10: Verification of Services (State Revenue Sharing)

The City is required by the Department of Administrative Services and the Oregon Revised Statutes to pass this resolution annually in order to receive State Revenue Sharing.



What is Council being asked to do?

Pass this annual resolution if the City wishes to receive State Revenue Sharing.

10) ACTION ITEMS:

A. Linn County Pioneer Picnic Letter

Staff has included the letter for the upcoming Pioneer Picnic. The City has sent this letter for the last nine years to make sure that everyone is on the same page with the logistics for the event. The City should consider turning this into an agreement to match what City practice with other community partners.

What is Council being asked to do?

Approve the letter so that it can be forwarded to the Linn County Pioneer Picnic Association.

B. Linn County Pioneer Picnic Requests

Parade Route Closures: Mrs. Holly Gosda has submitted a letter to close the roads for the parades.

Gun Show: Last Council meeting, Karen Grant and Linda Hite proposed hosting a gun show as part of the festivities planned for Saturday. Council received information regarding the erosion of Recreational Immunity due to a recent Oregon Supreme Court ruling. Council asked that I research the issue and report back. City Attorney Ross Williamson sites three reasons for not granted a special exception to the ordinance. Below is the ordinance and excerpts from his official letter:

Ordinance Section:

9.20.010 Discharge of weapons.

[+](#) SHARE

[+](#) SHARE

A. No person other than an authorized peace officer shall fire or discharge within the City any weapon which acts by force of gunpowder or other explosive, or by the use of jet or rocket propulsion or spring gun.

Williamson Letter:

First, as a general matter, I do not favor cities granting specific exemptions to ordinances for specific groups or people. While there is a government interest involved in this particular situation, granting special favors for specific people can run the risk of treating people unequally and even run the risk of an equal protection violation.



City Administrator Report

Second, I also see this creating the hazard of spurring more requests for exceptions to the regulation. If the City Council wants to change these regulations, then the City Council could certainly take up the policy discussion of whether the Code should be amended altogether. However, it is my opinion that legislating by piecemeal with one request after another for exceptions is not a good way to set policy for the City.

Last, in communicating with CIS (the City's insurance carrier) in the past on similar issues, the CIS position is that not allowing these risky activities is preferable. Allowing the exception would not jeopardize the City's insurance coverage, but the City's insurance provider would favor that the City not take on the added risk created by allowing the exception.

City Insurance Agent Mike Hoyt indicated that the risk is too high to consider especially in light of the changes to recreational immunity and the fact that Council would have to modify an ordinance.

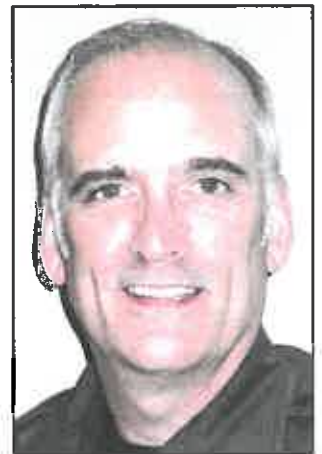
What is Council being asked to do?

I would recommend accepting the road closures.

I would recommend accepting the professional advice of the City Attorney and the City Insurance Agent on the matter of the gun show.

C. Linn County Sheriff's Office Contract Review

Linn County Sheriff Bruce Riley has forwarded the contract for police service for the upcoming fiscal year. The agreement includes a 5% increase or a total of \$149,724 for services. Last year the Sheriff's Office made some administrative changes that made a difference in service delivery. The only issue that remains is traffic and overall patrol. As I have said to Council before, if the City is interested in pursuing these issues then a meeting with the Sheriff would be a good start.



Linn County Sheriff Bruce Riley

What is Council being asked to do?

I would recommend approval of the agreement while expressly linking the increase for these services to the percentage of increase the City receives tax revenue. The five percent (5%) does outpace the increase to General Fund. The Sheriff's Office contract represents 24% of the General Fund.

The General Fund bears the costs associated with Planning, Court, Parks, Cemetery, Central Linn Recreation Center, Library, City Hall, Picture Gallery, Administration & Operations.

D. Oregon Liquor Control Commission Renewals

Council is asked annually to comment on the liquor licenses that are operational in Brownsville. Each year Council requests Staff to forward a letter.



What is Council being asked to do?

Council may make comments or suggestions as they see fit.



City Administrator Report

E. D.A. Davidson Agreement – Bond Debt

The City met with Mr. Matt Donahue of D.A. Davidson to review options for the possible refinancing of City’s current debt obligations. I reported at the last Council meeting that Central Linn School District Superintendent Brian Gardner asked the City to contact Mr. Matt Donahue from D.A. Davidson in Portland, Oregon for a review of a possible refinance for all general obligation debt.

Every two years the United States Department of Agriculture (USDA) reviews the City’s financial status to determine if they can “graduate” from the program. The City’s USDA representative, Holly Halligan, recently did an evaluation on my request due to the Committee’s need to know for the upcoming budget season. Mrs. Halligan determined that the City is not eligible for graduation. She ran the numbers on current debt obligations and found that if the City was to refinance, the term would be fifteen (15) years instead of the remaining thirty (30) years. Basically, the outcome was that the City would pay close to \$250,000 more per year to retire the debt. She stated further that the interest rates are not overly high compared to what the market is currently bearing and also pointed out that the debt is “too new” to refinance to really maximize a savings. As I explained at Council, the City has been told in the past that the City would be considered a self-sustaining utility which would have serious negative implications for future bonds. Mrs. Halligan indicated that USDA has recently redefined that policy.

Mr. Donahue indicated that his firm would review all City finances to determine if the City could be rated for a match term bond for the debt. Potential savings could be between \$45,000-\$60,000. I have included some information in the agenda packet for your review.



What is Council being asked to do?

Council should decide if you would like to move forward with an analysis of the current bonded debt to determine refinancing options.

F. Central Linn School District Agreement

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.

Mr. Gardner was very interested in discussing the City’s current debt. Gardner suggested that the City should refinance all existing debt. I did explain to Mr. Gardner that the City reviews this regularly, most recently at the prompting of Mr. Alan Buzzard at last





City Administrator Report

year's Budget Committee meetings. I recently contacted USDA to discuss refinancing. Mrs. Holly Halligan is currently reviewing the City's debt situation to determine if the City would be eligible to refinance and how a possible refinance would impact current and future funding requirements.

Superintendent Gardner asked for the City's support on this major bond measure.

Mr. Gardner said that the intention of the Blakely property is to make the situation work for everyone involved.

G. Library Advisory Board – Meeting Modification & Advertisement

The Library Advisory Board would like to start their regular meetings at 4:30 p.m. instead of 4:00 p.m.

What is Council being asked to do?

Pass a motion in acknowledgement of this request.

Authorize advertisement of Library Advisory Board openings.



H. Mental Health Month Proclamation

Mayor Ware is proclaiming May as Mental Health Month. Proclamation enclosed.

I. Older Americans Month Proclamation

Mayor Ware is proclaiming May as Older Americans Month. Proclamation enclosed.

11) DISCUSSION ITEMS:

A. **Goal Review Options**

Last month Council tabled this discussion due to lack of time. I may suggest this coming back to Council in June or July, perhaps as an early work session.

From 03.22.2016:

Staff will give a brief presentation to review the options from the 2016 Retreat Report below:

‘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



City Administrator Report

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.

B. Municipal Court Transition

The City's current Municipal Court Administrator, Jan Henry, will officially retire in August. The City is working with a person to serve in this position. Mrs. Henry has been exceptional to work with over the last five years!

C. March Financials

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

- ▶ *Ford Cohort Emergency Meeting – The cohort will be changing course due to project administration and associated costs.*
- ▶ *Go Team Conference & Key Meetings – The group continues to press forward with plans to hire a regional economic development person.*



City Administrator Report

- ▶ *American Landscaping & Street Trees Plan – Administrative Assistant Elizabeth Coleman and I met with Joel to discuss street trees on Main Street primarily for budgetary purposes.*
- ▶ *Councilor Gerber & Rec Center Possibilities – Councilor Gerber may have connections to assisting with personnel effort of the Central Linn Recreation Board.*
- ▶ *LCCO & Festival Hearing – The initial hearing went well but now Festival organizers are being faced with a possible delay on their five year permit.*
- ▶ *SWAC Reposted – Mayor Ware (City Administrator) accepted another four year term to serve on the County's Solid Waste Advisory Committee.*
- ▶ *Chair of Linn County Housing Rehabilitation Program (LCHRP) – I was appointed as the Chair for this Committee for the next two years.*
- ▶ *Chamber Executive Board Outcomes – See below for more information.*
- ▶ *Eugene Kennel Club Agreement finalized.*
- ▶ *Willamette Valley Cycling Tour Agreement finalized.*
- ▶ *Oregon Government Ethics Commission Deadline...*

STATUS UPDATES – Projects, proposals and actions taken by Council

Completed: Community Gardens Agreement – The Calapooia Food Alliance successfully entered into an agreement with both the City and the Central Linn School District. Calapooia Food Alliance members indicated that the agreement with the School is only good through October due to the uncertainty of the Blakely Avenue property.

Completed: Portable Toilets & Summer Events – Council decided to participate in these logistics with the Chamber of Commerce. The City will reimburse the Chamber in the amount of \$1,028 for portable toilets that would have been required by the City for the Fourth of July celebration. The Chamber will be responsible for the contract through their vendor. Public Works Superintendent Karl Frink will have the ability to call back for service as needed. The Chamber also opened their own account through Sunbelt Rentals for the light tower.



Completed: Appoint Mr. Norman Simms as Volunteer Emergency Preparedness Coordinator – Toward the end of budget season, Staff will again convene with Mr. Simms to determine a strategic course of action on this important topic.

Completed: 2015 Water System Improvements Project – Staff is finalizing this contract.

From 01.26.2015: Council is considering a change order. See Resolution 2016.06.



City Administrator Report

From 01.26.2015: The City approved a change order for a new light as discussed at last Council meeting. The project is nearly complete.

Completed: City Hall Phase I – Public Works finished the grass on April 6th, 2016.

Weed & Nuisance Abatements Update – Staff will soon start this process for the upcoming year. I have received complaints that still remain unaddressed such as RV storage and use. Fortunately, a few of the trouble properties have new owners who have a proven track record.

Before & After



Stand by Me Celebration – Chamber continues to plan for the 30th Anniversary. Staff met with folks from the tear drop trailer group to start working on an additional agreement with the Chamber of Commerce as directed at the last Council meeting.

Active: Economic Development – The Go Team is working on finalizing a proposal for public review.

From 11.24.2015: Mayor Ware and I will be hosting a luncheon with Sweet Home and Lebanon to talk about the efforts of the Go Team, associated with the Ford Foundation, on November 20th, 2015. We will provide an oral report.

Active: Visit Linn Coalition (VLC) Update – *From 03.22.2016:* VLC will be sending out fundraising letters soon. The group is working on a contract with Albany Visitors Association and an updated website.

ITEMS PENDING – Tabled or On Hold

Pending: Park Board Recommendation – Staff is working toward the removal of the 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.

From 09.22.15: Parks & Open Space Advisory Board is waiting on information from Staff regarding project possibilities for street trees downtown.

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.



City Administrator Report

Linn County Project Advisory Committee – *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.



From 11.24.2015: I will be participating in a series of meeting starting in January 2016 as part of this newly formed group.

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

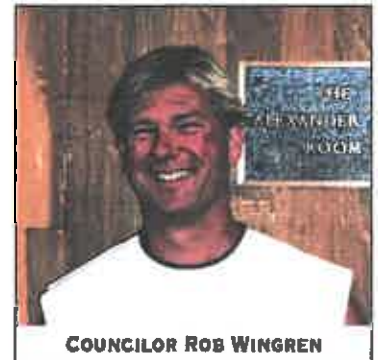
From 11.25.2014: Staff is planning to host a meeting to discuss this and other concepts with a group of individuals who are interested in helping the City work in this effort. Staff is dealing with false comments that came out regarding the Brownsville Rural Fire District. The City seeks only to work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

Pending: S. Oak Street Drainage – *From 10.27.2015:* The City will be forwarding a letter explaining the required tap again to the property owner once Public Works completes the extension.

Pending: Council Pictures Concept – *From 05.26.15:* I would like Council to consider photographs for the website.

Pending: Utility & General Ledger Software – *From 11.24.2015:* Staff is still exploring options. The overall costs for the software and impending data conversion is a major undertaking.

From 05.26.15: Staff needs to add a few more dollars to the budget to make this work properly and the timing for this project is off. I will be discussing this in the Budget Committee meeting.



COUNCILOR ROB WINGREN

Pending: Recreational Vehicles & Travel/Storage Trailers – *From 06.24.2014 meeting:* Please refer to the report entitled, "2014 Proposed Changes (First Installment)" that is included as part of the packet for more details. Staff will also be providing a brief presentation regarding this and other zoning issues as have been previously discussed at the Council Retreat on April 19th.

Pending: Recreational Vehicles – *From 11.24.2015:* This item will be addressed in the future as part of Council goals possibly. Staff forwarded letters and will be following up with the Linn County Sheriff's Office as needed.

From 11.25.2014: Mayor Ware & Councilor Cole have not had an opportunity to discuss this issue. I have placed some information in the packet that does somewhat address this issue.

Pending: Canal Company Update – *From 06.23.15:* I was unable to attend the meeting due to scheduling confusion on the part of the officers. Officers for the upcoming year will be John Holbrook President, Gary Shepherd Vice-President and Cindy Clark Secretary-Treasurer. Udell Engineering wants \$3,000 to check the culvert in question that was installed in 2006. Udell wants to make sure they have the data they need to determine the impact. The Company decided to move forward with talking to the



City Administrator Report

City about a joint agreement that would move the mission of the Company into a workable solution that could be beneficial for all who benefit from the Mill Race.

From 05.27.14: The City continues to be willing to work toward a quasi-governmental agreement that may assist the Canal Company by better serving those who benefit from the canal.

PAST MEETINGS – Memory Information

Moody Court & Unenumerated Nuisance – Still looking good.

From 11.24.2015: Everything looks great. Cat numbers are normal.

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.

Tabled Thoughts

- ✦ RV Discussion (*Ware, Cole & McDowell*)
- ✦ Melero Lease Agreement (*Council Review*)

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

18.30.260 Accumulation of rubbish or garbage.

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

18.30.265 Disposal of rubbish.

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

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

Pending: Medical & Recreational Marijuana Discussion – Staff has had conversation with legal representatives this month.

From 11.24.2015: The City will need to work on information for the March Newsletter regarding the November 2016 vote and pending ordinance.

From 09.22.15: Planning to address an explanation for the upcoming City Newsletter.

From July 2015 Meeting: The cost of the advisory question election was \$130.42.

Pending: Darrin Lane & Kirk Avenue – *From last meeting:* I had an extensive conversation with Linn County Road Master Darrin Lane recently. Mr. Lane gave a brief history of the Kirk Avenue concept, to which I have added a little research, which is as follows:

March 5th, 2001: Kirk Avenue is initially discussed at Council meeting with Mr. Lane and the County Commissioners. County must determine how to a City street a County road in order to expend funds for the proposed improvements.

Spring 2002: The County indicates to the City that it is possible for the County to deem Kirk Avenue a County interest based on McKercher Road. The City starts planning for drainage projects.



City Administrator Report

October 2006: The City completes the Galbraith Street storm sewer project.

February 28th, 2008: Linn County Road Master Darrin Lane discusses the logistics of Kirk Avenue with Council. Survey crews are sent to town shortly thereafter to work on a rough design. There are several rules and requirements and multiple property issues that are cause for concern for any proposed construction project.

Meanwhile, County Staff is working on developing the Gateway project in conjunction with the Oregon Department of Transportation. City Staff is focusing on the multimillion dollar Wastewater project. The Economy starts falling apart. The Veterans Hospital is announced in Lebanon. Linn County Commissioners move a whopping \$19,000,000 out of the Road Department's funds to assist with the development. The Commissioners have also taken a \$2,000,000 from the Road Department to assist the Sheriff's Office funding issues. The Road Department is not as financially stable as it was in 2001 or even 2007 for that matter.



2009-2010: Several update conversations.

January 2011: Council asks for an update. The County indicates that they will not start a new project until the Gateway project is complete.

June 2012: Council decides to scale back the project to an overlay.

June 22nd, 2012: Staff meets with Mr. Lane who felt that the first block from Main to Averill could be done with curbs and sidewalks. The rest of Kirk Avenue could be an overlay. Mr. Lane projected the cost to be between \$600,000 & \$800,000. Lane indicated that in the next year or two the County would probably be able to get this project. Lane also indicated at that time that the City would not need to financially participate, if we could be patient.

Mr. Lane indicated that his Department is currently overloaded with Federal bridge projects. The County is still interested in helping the City but timing is difficult.

Outcome

If the City is in a hurry to get this project completed, they can set up a local improvements district (LID) and assess the costs to the affected properties or the City can wait until it is budgeted in Linn County's budget.

What does Council want to see on Kirk Avenue? Overlay or reconstruction?

From the September 4th, 2012 meeting: Darrin Lane Stopped for a visit on August 7th and indicated that County Engineer Chuck Knoll is working on the subsurface investigations.

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 in need.

Respectfully Submitted,

S. Scott McDowell



Public Works Report April 21st, 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 month of April.
- *Distribution System* – No water leaks this month! 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*- I continue to work on the annual inspections of the water system to identify and correct any unsafe condition that may exist.
- *Water Treatment Plant* –The electrical upgrade to the wells is in the planning and design phase. We should have a plan together some time soon.
- *Misc.* – Nothing further to report this month.

Sewer:

- *North Lagoons* –This facility will began discharging on April 18th, and should be complete by April 23rd.
- *South Lagoons*- Discharge at this facility began April 4th and was finished April 15th. This is the final discharge for this season. Our NPDES permit only allows discharging till May 1st. The new 2 inch water line has been installed, the only thing remaining is to connect the water line to the chemical feed system. We will begin to use this new system next discharge season.
- *Collection System*- Nothing to report this month.
- *Misc.* – Nothing additional to report this month.

Streets:

- *Mowing/Tree Maintenance* – The remaining trees on Spaulding will be removed soon and the stumps will be removed as well. The old tree wells will be graded and finished off with new concrete.
- *Asphalt/ Gravel Road Maintenance* – All the gravel streets in town were graded in the month of March. Holloway Heights had new gravel installed by Northern Rock. The road has since been regarded as the rock does not stay in place very well. Our annual paving project is under way. We will be overlaying Oak Street, from Hausman Ave. north 550 feet to the end of the street. We will also be removing the concrete street on Templeton Street from Kisling Ave. south 260 feet, just past Moody Court, and replacing with new asphalt. Next budget year we will finish the remaining 210 feet of the concrete street.
- *Storm Drainage* – Catch basins will be cleaned at the end of April.
- *Misc.* –Nothing further to report this month.

Parks:

- *Pioneer Park* –We continue to perform general maintenance and grounds keeping in the park. We have hired back Clint Taskinen this year to help maintain the park. The sidewalk project from the Rec. Center to Pioneer Park is complete. Curtis Excavation completed the work April 12th.
- *Blakely Park* – Public Works mows and maintains this park weekly.
- *Kirk's Ferry Park* – The Park is mowed and maintained as needed.

Cemetery:

- **Grounds** – Several plots were marked for burial or headstone placements this month. We are still working on the flag pole replacement project. The cemetery has been mowed this month.

Library:

- **Grounds-** Mowing and grounds maintenance is under way.
- **Buildings-** A few minor building maintenance items have been repaired. The light fixture replacement project is near completion. New dimmable light switches are all that remain on this project.

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** – Nothing to report this month.
- **Misc.** – Nothing additional to report this month.

City Hall:

- **Buildings-** Nothing to report this month.
- **Grounds** –The concrete work in front of the Art Center is complete. The irrigation work is complete, and the new sod has been installed. The new sod required a lot of watering to ensure it would survive, be watering has now been reduced to a normal watering schedule. Joel Snyder of American Landscaping volunteered to install improved irrigation sprinklers for the City Hall project. The system seems to be working very well at this point.
- **Community Center-** Nothing to report this month.

Rec. Center:

- **Grounds-** This facility is mowed and maintained weekly.
- **Buildings-** Nothing additional to report this month.

Public Works:

- **Grounds-** The leaves have been cleaned up at this facility.
- **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.
- The new service truck went out to bid and was awarded locally to Wilson Motors in Corvallis. We don't expect to see the new truck for another 30-45 days.



Planning at a Glance

Permits Building, Plumbing, Mechanical, Fence,

- | | |
|---|-------------|
| • Mechanical (Gas furnace, three lines) | Commercial |
| • Mechanical (Gas run -Relocate) | Residential |
| • Accessory Structure (24X36 Pole Barn) | Residential |
| • Mechanical (Wood Stove) | Residential |
| • Plumbing (Sinks, DW, MS, GT) | Commercial |
| • Mechanical (Heat pump 18BTU) | Residential |
| • Mechanical (Ductless Heat Pump) | Residential |
| • Fence 714/711 Kirk Ave (Joint Rear) | Residential |
| • Fence 714 Kirk Avenue (Front) | Residential |
| • Fence 189 Washburn (374') | Residential |
| • Fence 122 N Main (Front/Side) | Residential |
| • Lot Consolidation | Residential |

NOTE: One permit was accompanied by a notarized letter from adjoining property owners to allow the fence to be erected on the property line.

Planning Applications

– Slow but sure.



Properties/Inquiries

I have had several Property Line Adjustment and Land Partition inquiries this month; property owners that are interested in either purchasing adjacent land to increase their smaller lot size (to add a shop or other accessory building), or partitioning to build additional homes. For some, consolidation was also an option but the property owner should weigh this option over partitioning to determine the best use for the lot in the future; also keeping in mind that a Property Line Adjustment or Land Partition must meet minimum lot size requirements for the zone.

Keeping Up with the Times

I attended a Planning in Oregon class in Springfield recently; these classes are a valuable tool to network with other Planners in the State, as well as learn about upcoming issues, new practices, best practices and how to incorporate all of that with the day to day challenges that impact small and large communities alike.

I am still learning.

~**Michelangelo**

One hundred years after we are gone and forgotten, those who never heard of us will be living with the results of our actions. ~ **Oliver Wendell Homes**, U.S. Supreme Court justice

Don't watch the clock; do what it does. Keep going. ~ **Sam Levenson**

Knowing is not enough; we must apply. Willing is not enough; we must do. ~**Johann Wolfgang von Goethe**

Elizabeth Coleman

Elizabeth E. 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: **March**

TRAFFIC CITATIONS: -----	8
TRAFFIC WARNINGS: -----	6
TRAFFIC CRASHES: -----	0
ADULTS CITED / VIOLATIONS: -----	1
ADULTS ARRESTED: -----	2
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	49
TRAFFIC HOURS-----	15.25
TOTAL HOURS SPENT IN:	BROWNSVILLE
	226.25

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
3/30/16	19:16:57	WARRANT SERV	ROBE ST	Brownsville	No Additional Report Necessary
3/28/16	18:09:49	PERS-MISSING	N MAIN ST	Brownsville	No Additional Report Necessary
3/27/16	19:46:57	Trf Citz Compl	N MAIN ST	Brownsville	No Additional Report Necessary
3/27/16	8:46:32	SUSP-PERSON	OAK ST	Brownsville	No Additional Report Necessary
3/25/16	0:15:08	PROWLER RPT	KIRK AV	Brownsville	No Additional Report Necessary
3/24/16	20:12:34	Trf Speed Viol	W BISHOP WY	Brownsville	WARNING - SPEEDING VIOLATION
3/24/16	8:20:49	CRIM MISCHIEF	PARK AV	Brownsville	Incident Report
3/24/16	6:56:34	INFORMATION REQUEST/REPORT	ASH ST	Brownsville	No Additional Report Necessary
3/23/16	11:26:40	SUSP-CIRCUMSTANCES	KIRK AV	Brownsville	No Additional Report Necessary
3/23/16	1:23:15	CRIM MISCHIEF	SPAULDING AV	Brownsville	Incident Report
3/23/16	1:07:25	CRIM MISCHIEF	SPAULDING AV	Brownsville	Incident Report
3/23/16	0:53:23	THEFT-RPT	SPAULDING AV	Brownsville	Incident Report
3/22/16	21:28:59	JUV-RUNAWAY RPT	KIRK AV	Brownsville	Incident Report
3/22/16	17:17:09	THEFT-RPT	SPAULDING AV	Brownsville	Incident Report
3/22/16	14:35:43	SUSP-CIRCUMSTANCES	KIRK AV	Brownsville	No Additional Report Necessary
3/22/16	12:01:22	THEFT-RPT	WASHBURN ST	Brownsville	Incident Report
3/22/16	10:10:52	SEX OFFENSE	SPAULDING AV	Brownsville	No Additional Report Necessary
3/22/16	10:10:27	EXTRA PATROL	W BISHOP WY	Brownsville	Focus Patrol
3/21/16	11:40:11	CRIM MISCHIEF	SPAULDING AV	Brownsville	Incident Report
3/21/16	11:22:49	SEX OFFENSE	WILLSON AV	Brownsville	Incident Report
3/21/16	5:22:25	SUSP-PERSON	S MAIN ST	Brownsville	No Additional Report Necessary
3/20/16	22:43:12	SUSPECT CONTACT - FOLLOW UP	MILLHOUSE ST	Brownsville	MDT Narrative Update
3/20/16	21:36:52	Trf Equipment Viol	FISHER ST	Brownsville	WARNING - EQUIPMENT VIOLATION
3/19/16	20:45:05	ASSAULT REPORT	MILLHOUSE ST	Brownsville	Incident Report
3/19/16	9:23:33	CRIM MISCHIEF	KIRK AV	Brownsville	Incident Report
3/18/16	18:47:36	911 HANGUP	N MAIN ST	Brownsville	No Additional Report Necessary
3/18/16	17:17:34	DISTB-NOISE	KIRK AV	Brownsville	No Additional Report Necessary
3/18/16	16:22:14	TRAFF-OTHER VIOL	KIRK AV	Brownsville	No Additional Report Necessary
3/17/16	6:20:08	SUSP-CIRCUMSTANCES	N MAIN ST	Brownsville	No Additional Report Necessary
3/15/16	17:47:14	THEFT-RPT	CALAPOOIA AV	Brownsville	No Additional Report Necessary
3/15/16	11:58:48	MVC-HIT & RUN	E BISHOP WY	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

3/15/16	11:58:48	MVC-HIT & RUN	E BISHOP WY	Brownsville	MDT Narrative Update
3/15/16	10:31:41	CHILD ABUSE REPORT	KIRK AV	Brownsville	No Additional Report Necessary
3/15/16	3:52:04	HARASSMENT RPT	KIRK AV	Brownsville	No Additional Report Necessary
3/13/16	22:00:12	EXTRA PATROL	E BISHOP WY	Brownsville	Focus Patrol
3/13/16	13:06:52	Trf Agressive Driver	WASHBURN ST	Brownsville	CITE ISSUED - AGRESSIVE DRIVER
3/13/16	13:06:52	Trf Agressive Driver	WASHBURN ST	Brownsville	Focus Patrol
3/13/16	12:16:24	EXTRA PATROL	W HWY 228	Brownsville	Focus Patrol
3/12/16	3:47:08	INTOX SUBJ	N MAIN ST	Brownsville	No Additional Report Necessary
3/11/16	19:04:31	SUSP-CIRCUMSTANCES	E BLAKELY AV	Brownsville	No Additional Report Necessary
3/11/16	15:28:58	TRESPASS	N MAIN ST	Brownsville	No Additional Report Necessary
3/11/16	5:40:10	SUSP-PERSON	S MAIN ST	Brownsville	MDT Narrative Update
3/09/16	8:53:44	BURGLARY REPORT	E BISHOP WY	Brownsville	Incident Report
3/09/16	4:04:14	ASST-OUTSIDE AGENCY	N MAIN ST	Brownsville	No Additional Report Necessary
3/08/16	16:08:38	ALARM - POLICE	PARK AV	Brownsville	No Additional Report Necessary
3/08/16	12:24:57	FRAUD	GALBRAITH ST	Brownsville	No Additional Report Necessary
3/06/16	15:46:31	UNAUTHORIZED ENTRY TO MOTOR VEHICLE	FISHER ST	Brownsville	No Additional Report Necessary
3/06/16	12:15:23	SUSP-VEHICLE	SEVEN MILE LN	Brownsville	No Additional Report Necessary
3/05/16	10:13:12	Trf Seatbelt	N MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
3/05/16	10:13:12	Trf Seatbelt	N MAIN ST	Brownsville	CITE ISSUED - SEATBELT VIOLATION
3/05/16	10:00:04	Trf Seatbelt	E WASHINGTON AV	Brownsville	Warning issued
3/05/16	10:00:04	Trf Seatbelt	E WASHINGTON AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
3/05/16	10:00:04	Trf Seatbelt	E WASHINGTON AV	Brownsville	Warning issued
3/05/16	5:05:05	SUSP-CIRCUMSTANCES	TEMPLETON ST	Brownsville	No Additional Report Necessary
3/04/16	18:01:23	FIRE ARMS COMPL	GALBRAITH ST	Brownsville	No Additional Report Necessary
3/03/16	20:11:53	DOG COMPLAINT	W BISHOP WY	Brownsville	No Additional Report Necessary
3/03/16	14:33:43	DOG COMPLAINT	WASHBURN ST	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

3/02/16	16:34:41	CIV DISP RPT	WASHBURN ST	Brownsville	No Additional Report Necessary
3/02/16	4:56:23	Trf Speed Viol	WASHBURN ST	Brownsville	Focus Patrol
3/01/16	23:01:33	Trf Equipment Viol	E BISHOP WY	Brownsville	WARNING - EQUIPMENT VIOLATION
3/01/16	20:53:17	TRAFF-OTHER VIOL	TEMPLETON ST	Brownsville	No Additional Report Necessary

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

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	37	6	0	43	
Violations	8	12	7	13	
Contempt/Other	35	2	1	36	
TOTALS	80	20	8	92	

BALANCE SHEET FOR THE MONTH

Court Revenue

Court Payments

Total Deposits +	\$ 3,091.21	City	\$ 2,418.41
Total Bail Forfeits +	\$ -	Restitution	\$ 50.00
Total Bail/Bank Fees -	\$ -	Oregon Dept Revenue	\$ 417.76
Total Bail Held -	\$ -	Linn County	\$ 129.04
* Total Refund/Rest -	\$ (76.00)	State Misc.	\$ -
Total NSF's -		DUII Surcharge	\$ -

TOTAL COURT REVENUE	<u>\$ 3,015.21</u>	TOTAL COURT PAYMENTS	<u>\$3,015.21</u>
----------------------------	---------------------------	-----------------------------	--------------------------

Credit given for Community Service \$ -

Other Credit Allowed Against Fines \$ -

TOTAL NON-REVENUE CREDIT ALLOWED \$ -

TOTAL CASH PAYMENTS TO:

CITY	\$ 2,418.41
STATE	\$ 417.76
COUNTY	\$ 129.04

*REFUND/RESTITUTION \$ 126.00

ACCOUNTS RECEIVABLE:

BEGINNING	\$ 4,296.01
ENDING	\$ 3,171.10



Library Advisory Board

Librarian's Report

March 2015

March begins the City budget season. Librarian Sherri has turned in the 2016/2017 budget requests to the City Administrator. Included in these requests are all new computers for the Library, a new modem, a new roof and tech support to update our circulation system. At the City of Brownsville Egg Hunt Linda McManus and I passed out 100 flyers for the Summer Reading Program and 50 Dolly Parton Imagination Library pamphlets. Our programming this summer plans to knock all others out of the Park! The Parents and Pals Egg Hunt was a large success. 39 moms, grandmas and children attended the activity this year. The Open eBook initiative makes eBooks available for free to low-socioeconomic youth (PreK-12th Grade) via public libraries and schools who are registered with First Book. This is *not* a collection of public domain books! "Publishers have generously contributed thousands of titles to Open eBooks. In order to ensure that Open eBooks provides books that speak to America's diverse population and range of perspectives, librarians coordinated by the Digital Public Library of America (DPLA) curate the collection. The goal is to create a compelling and appropriately targeted set of thousands of titles—stories that could potentially spark a lifetime love of reading." Brownsville Community Library is a proud partner of this program for our area youth.

Here are a few facts about our library the month of March 2015. We have received 69 new books for the library. Twenty of these books were donated by a local family in support of the Oregon Battle of the Books. Volunteers donated 150.5 hours to our library. There were 1,423 materials checked out. 437 adult fiction books; 187 adult non-fiction books; 107 audio books; 298 children's books; 293 junior books; 44 junior reference books and 57 large print books.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Sherri", is written over the typed name "Librarian".

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.

January 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.

January 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.*



2015-2016 Council Goals

Plan: Continue working with East Linn communities and the Ford Foundation. Continue working with the Brownsville Chamber of Commerce, Visit Linn Coalition and the Bi-Mart Willamette Country Music Festival to drive local financial viability of businesses. Discuss future options with McFarland Cascade.

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.

January 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.

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.

January 2016 Update: Council will be attending a training session in February where items will be discussed pertaining to this goal. Staff is currently under contract for sidewalks to be extended into Pioneer Park from the Rec Center. City Hall sidewalks are also being improved. 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.

5. Capital Improvements Plan.

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



2015-2016 Council Goals

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

January 2016 Update: Staff will have the 2015 Water System Improvements project wrapped up by the end of January. 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. Staff will do exploration work to determine City costs for moving certain infrastructure and appurtenances.

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.

January 2016 Update: Council has taken an active role with the discussions regarding the School Board's property on Blakely Avenue at the request of the Board. Councilors are making an extra effort to visit City Hall more regularly as way of staying current on issues. Council will be holding training and touring town.

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.

January 2016 Update: Council has taken an active role in re-working this process at the direction of Darrell Tedisch, Albany. 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



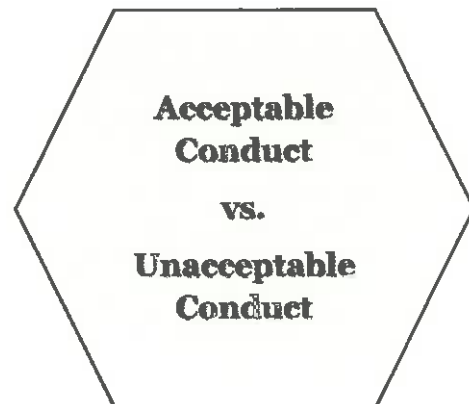
2015-2016 Council Values

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





RESOLUTION NO. 2016.08

**A RESOLUTION SUPPORTING EFFORTS OF THE
CENTRAL LINN SCHOOL BOARD**

WHEREAS, the Council believes a healthy school system is a vital component of the Central Linn area and important to the economies, livability, and quality of life of local communities; and

WHEREAS, the Council understands the responsibility of the Central Linn School Board to provide an improved and motivating learning environment within a safe and reliable physical infrastructure; and

WHEREAS, the Council understands the financial realities inherent to the Central Linn area and the near-term and long-term budgetary challenges of the communities of Shedd, Halsey and Brownsville; and;

WHEREAS, the Council understands the fiscal challenges facing the Central Linn School Board and the citizens of the Central Linn School District; and

WHEREAS, the Central Linn School Board has placed a bond measure on the May 17th, 2016 ballot to construct a new k-12 campus at the site of Central Linn High School; and

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, to recognize the need to educate the students of the Central Linn area in the most academically sound manner possible while recognizing the local budgetary constraints and the will of the citizenry.

Introduced and adopted this 22nd day of March 2016.

Attest:

Don Ware, Mayor

S. Scott McDowell, City Administrator



RESOLUTION NO. 2016.08

WHEREAS, the Central Linn School Board has placed a bond measure on the May 17th, 2016 ballot to construct a new K-12 campus at the site of Central Linn High School: and

WHEREAS, the Council believes a healthy school system is a vital component of the Central Linn area and important to the economies, livability, and quality of life of local communities; and

WHEREAS, the Council understands the responsibility of the Central Linn School Board to provide an improved and motivating learning environment within a safe and reliable physical infrastructure; and

WHEREAS, the Council respects the range of Central Linn citizens' opinions with regard to the bond measure; and

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, to recognize the need to maintain a neutral position with respect to the forthcoming bond measure.

Introduced and adopted this 26th day of April 2016.

Attest:

Don Ware, Mayor

S. Scott McDowell, City Administrator



RESOLUTION NO. 2016.10

**A RESOLUTION VERIFYING SERVICES PROVIDED BY THE
CITY OF BROWNSVILLE IN ACCORDANCE WITH THE
DEPARTMENT OF ADMINISTRATIVE SERVICES
REQUIREMENTS FOR STATE-SHARED REVENUES**

WHEREAS, Oregon Revised Statutes (ORS) 221.760 provides as follows:

Section 1. The office responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police Protection
- (2) Fire Protection
- (3) Street Construction, Maintenance and Lighting
- (4) Sanitary Sewer
- (5) Storm Sewers
- (6) Planning, Zoning, and Subdivision Control
- (7) One or more utility services and;

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, hereby certifies that it provides the following municipal services enumerated in Section 1, ORS 221.760:

- Police Protection,
- Street construction, maintenance and lighting,
- Sanitary Sewer,
- Storm Sewers,
- Planning, zoning, and subdivision control,
- Water Utility,
- Library Services,
- Municipal Court and
- Parks;

PASSED AND ADOPTED by the Council of the City of Brownsville this 26th day of April, 2016.

Attest:

S. Scott McDowell
City Administrator/Recorder

Don Ware
Mayor



Mental Health Month 2016

A Proclamation

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, promotion and prevention are effective ways to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that supports user-friendly tools that all Americans can access to better handle challenges, and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full productive lives; and

WHEREAS, each business, school, government agency, faith-based organization, health care provider, veterans' group and citizen has a responsibility to promote mental wellness and support prevention efforts; and

WHEREAS, the Linn County Mental Health Advisory Board, in cooperation with other community organizations, is promoting the message there is no health without mental health through Public Service Announcements, Health Fairs, public speakers and various trainings regarding mental health issues;

NOW, THEREFORE, BE IT RESOLVED that I, *Don Ware*, Mayor of Brownsville, Oregon do hereby proclaim May 2016 as Mental Health Month in Brownsville, Oregon. As the Mayor, I also call upon the citizens, governmental agencies, public and private institutions, businesses and schools in Brownsville to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Proclaimed this 26th day of April, 2016.

ATTEST:

APPROVED:

S. Scott McDowell
City Administrator

Don Ware
Mayor



Older Americans Month 2016

A PROCLAMATION

Whereas, Oregon Cascades West Council of Governments is proud to provide services to approximately 14,827 adults age 60 and older, in the Benton County area, 6,580 adults age 60 and older, in the Lincoln County Area, and 24,898 adults age 60 and older, in the Linn County area who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

Whereas, the City of Brownsville is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

Whereas, since 1965, the Older Americans Act has provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

Whereas, these programs also support family caregivers, address issues of exploitation, neglect and abuse of older adults, and adapt services to the needs of Native American elders; and

Whereas, we recognize the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

Whereas, our community can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social inclusion;
- Emphasizing home- and community-based services that support independent living; and
- Ensuring community members of all ages benefit from the contributions and experience of older adults.

Now therefore, the City of Brownsville do hereby proclaim May 2016 to be Older Americans Month. The City of Brownsville urges every resident to take time this month to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community.

Dated this 26th day of April, 2016

By: _____
Don Ware
Mayor

S. Scott McDowell

From: Gerber, Carla <CGerber@peacehealth.org>
Sent: Tuesday, March 22, 2016 6:20 AM
To: S. Scott McDowell
Subject: FW: Bond
Attachments: mg_info.txt

Flag Status: Flagged

From: Gerber, Carla
Sent: Tuesday, March 22, 2016 5:47 AM
To: Gerber, Carla
Subject: Bond

Dear Community Members,

On May 17th we have the opportunity to vote on a bond for the Central Linn School District (CLSD). The poor condition of the current facilities is indisputable, and to me, it doesn't matter how it happened: whether it's the highly debated "lack of maintenance" or simply that the buildings have reached the end of their useful life. We can't go back in time, but we can look to the future. After reviewing the facts, I have decided to support the bond.

From a professional perspective, as a real estate appraiser I have seen firsthand how rural schools are the backbone of a community. Besides providing education they serve as the center of a community, with athletics, drama programs, clubs and numerous other events depending on school facilities. The removal of a school from a community can—and likely will—have a significant negative impact on the social structure, economy and property values of Brownsville, Halsey and Shedd. Rural communities with successful schools are generally wealthier, having significantly more professionals in the workforce and a larger percentage of households joining the ranks of the self-employed. Rural communities without schools have a higher percentage of households receiving public assistance, children living in poverty, and dropout rates.

Understandably, most voters are concerned with the numbers. If you own property in Linn County, your school tax assessment is based on the district zone where the property is physically located. Rates and assessments are public information, much of which can be obtained on the County's website. Within Linn County, there are twelve district zones, and the current assessment rate for CLSD ranks 11th in order of highest to lowest rate. When the bond passes, the rate for CLSD will increase by \$1.87 moving CLSD up in rank to 6th out of 12, which is middle of the road, yet still lower than neighboring Lebanon and Sweet Home districts. If the bond passes, nearby Albany and Harrisburg districts would then have a slightly lower assessment rate than CLSD, however there are credible reports that they too will be proposing school bonds in the very near future (and it would prove necessary if they had an influx of students coming from a defunct CLSD). It is important to note: if CLSD were dissolved, every property would be rezoned into another district and owners would pay their rate. Thus in the long run, regardless of the bond's fate, higher school assessments are likely in our future. Would we rather pay higher assessments for a school in our own community, or in someone else's?

So what does the bond get us? \$32 million is a large number—does CLSD really need all that? As an appraiser, part of my job is determining the estimated replacement cost of structures, so I did some research. Eugene's 4J District is currently in process of constructing two new schools, an 83,000 square-foot elementary school and a 99,000 square-foot middle school. The accepted bids to construct indicate a total project cost of \$22 million for the elementary school (\$265 per square-foot) and \$26.7 million for the middle school (\$269 per square-foot). In 2013 the Salem-Keizer district built a 120,000 square-foot high school with a reported total project cost near \$34 million (\$283 per square-foot). Current project costs for new school construction in Prineville and Klamath Falls also support these numbers.

Data from Marshall Valuation Service, a nationally recognized publisher of cost information indicates the replacement cost for an average quality school building to be around \$140 per square foot in our area. This cost does not include anything inside the structure like furnishings and tech systems, or take into account parking lots, sports complexes, etc. Our two existing schools total nearly 160,000 square feet. A consolidated school would require less square footage (efficiencies gained with common administrative areas, cafeteria/kitchen, etc.), so let's estimate that the proposed CLSD K-12 school building will encompass 125,000 square feet. At \$140 per square foot, the structure alone would cost \$17.5 million. At a total project cost of \$265 per square foot (adding in the sports complex, parking, furnishing, etc.—comparable to the costs in Eugene), \$33.13 million would be needed....so in my mind, the bond amount is justified.

My husband and I moved to Brownsville nine years ago with the dream of raising children in a small town with a home-town school district, just like our childhood home. We now have three children ages seven, five and three. If the bond were to fail, the future of CLSD facilities is uncertain. As parents, the idea of being rezoned and being forced to send our kids outside of our community for their primary education is unacceptable.

We have the opportunity to shape the education destiny for Brownsville, Halsey and Shedd. A strong school system will help our community continue to flourish, and as a community I believe we have an obligation to provide facilities to help our youth optimize their potential. I ask you to join me in supporting the CLSD bond by voting YES on May 17th.

Sincerely,
Stacey Meneses, ARA
CL Parent, Brownsville Resident, Certified General Real Estate Appraiser

Sent from my iPhone

S. Scott McDowell

From: Gerber, Carla <CGerber@peacehealth.org>
Sent: Tuesday, March 22, 2016 6:21 AM
To: S. Scott McDowell
Subject: FW: Bond measure
Attachments: mg_info.txt

Flag Status: Flagged

From: Gerber, Carla
 Sent: Tuesday, March 22, 2016 5:46 AM
 To: Gerber, Carla
 Subject: Bond measure

Why can't we repair the existing schools?

When I initially heard about the bond measure to build a new school, my first thoughts were: what's wrong with the schools we have and why can't the schools be repaired? I have also heard questions along the same line from several friends and felt like these were questions that needed to be answered. I got my hands on the "Property Condition Assessment" reports that were written by Hill International, Hillsboro, Oregon. You may recall our Central Linn School District (CLSD) Facilities Committee sought an evaluation of our school district buildings by an independent third-party in late 2013. The purpose of the third-party evaluation was to provide an objective, independent, professional opinion of the existing conditions of the facilities. Hill International was retained to perform the Property Condition Assessment (Assessment) and they provided separate reports for the Central Linn High School and the Central Linn Elementary School buildings in January 2014. The Assessment at each site was based on document reviews, interviews of maintenance staff members, and walk-through surveys. The systems observed at each site included:
 -Property features (drainage, paving, landscaping, etc.) -Building frame -Interior elements -Plumbing, mechanical, and electrical -Safety, Fire Protection, and ADA requirements Additionally, the reports included estimates of cost to repair or replace those areas found deficient.

A summary of the major findings presented in the two Assessment reports is discussed below.

Central Linn High School

Major components of the high school building are in need of repair or replacement, leading to significant dollar costs to renovate as shown in Table 1. The largest portion of the estimated renovation costs (73%) can be attributed to the following three items:

Roof replacement – The general condition of the roof is reported to be 'unsatisfactory' and full replacement is recommended.

Mechanical system replacements (HVAC and plumbing) – Plumbing and heating systems pipes, particularly in the mechanical tunnels, are in very poor condition. Replacement of the entire system is recommended. There is evidence of broken sewer pipes in the system tunnels which leak raw sewage into the tunnels and allow accumulated ground water to enter the sewer system leading to sewage effluent back-up. Steam distribution and condensate return system have severe issues with leakage and inadequate steam pipe insulation. Main air handling units are in poor condition. Current HVAC controls are generally considered obsolete and are malfunctioning. HVAC controls need to be replaced.

Electrical / lighting replacements –Electric service capacity is not sufficient to meet current needs. Additional service outlets are necessary in all areas of the school. While increasing the electric service capacity and adding service outlets, any areas not in compliance with current National Electrical

Codes are required to be upgraded to meet new code standards. It is also recommended to install high-efficiency lighting through-out.

Central Linn Elementary School

While the elementary school building is structurally strong and has a relatively new heating system, there are several areas in need of repair with significant dollar costs associated as shown in Table 1. The largest portion of the estimated renovation costs (79%) can be attributed to the following three items:

Roof replacement – The general condition of the roof is reported to be ‘poor’ and full replacement is recommended. There is ponding on the roof, several roof drains and penetrations are failing, evidence of leaks, and asphalt shingles are past their life expectancy / end of useful life.

Floor removal and replacement – The carpet in the classroom and the VAT (Vinyl Asbestos Tile) are well worn and should be replaced. Numerous soft spots were found in the original section of the school. There is likely the need for major renovation to the subfloor when flooring is replaced.

Ceiling removal and replacement – Most of the school building is serviced with acoustical ceiling tile systems. The original material was not high grade and there are numerous spots with failing grid connections and water damaged ceiling tiles. This system should be replaced.

While both Assessment reports describe significant deficiencies in the structures and systems of the schools, both also report the level of maintenance has been good (Table 1). This statement may leave some wondering: how can there be these significant problems with the facilities if the maintenance performed in the past has been good? It is because these problems are due to an aging facility, whose components are at (or past) their useful life. To put it simply, these school buildings and their systems are worn out.

Table 1 – Information from the Assessment Reports (by Hill International)

CL Elementary School

CL High School

Level of Maintenance

Good

Good

Renovation estimate*

\$6.0 million

\$14.5 million

Major items in renovation

Roof, floors, ceilings

Roof, mechanical, electrical

* The renovation estimate provided in the Assessment reports is known to be too low.

While the Assessment reports are useful in identifying areas and systems of the school buildings in definite need of repair or replacement, the cost estimates provided in the reports for renovation are too low. There are several reasons for this. The assessment was limited to walk-through observation; no inspection or investigation was performed behind walls or in any other generally inaccessible areas. Therefore, the assessment did not include a quantifying analysis of asbestos throughout the school buildings. There is asbestos in the construction of both school buildings which would need to be remediated if any major renovation project was undertaken at either building. The costs associated with asbestos abatement are not included in the renovation estimate in the Hill International report.

In addition, the Hill International report does not address upgrading either building for seismic safety; therefore, the cost of seismic upgrades is not included in the estimated renovation costs. Lastly, the estimated renovation costs in the Hill International report were calculated two years ago. With construction costs continually increasing, today’s estimated renovation costs will be even higher. In summary, the estimated cost to renovate both school buildings exceeds \$20.5 million. The renovations would include a new roof at each building; HVAC, plumbing, and electrical/lighting replacements at CLHS; and floor and ceiling replacement at CLES. The estimated renovation costs do

not include any allowance for increasing security and safety, upgrading technology, improving the educational effectiveness within the classroom, or increasing operational efficiency district-wide. To be clear, the renovation addresses building / facility issues and nothing more.

While the renovation option fixes the looming problems of the school buildings themselves, it:

-Burdens tax payers with well over \$20.5 million in renovation costs -Does not create operational savings -Does little to reduce maintenance costs -Does not provide seismic safety benefits for children -Does not increase the level of security of the school grounds -Does not provide a more relevant learning environment for children -Does not take advantage of new building design and energy efficiency standards -Does not address the need for updated amenities such as a new track or playground equipment.

Renovation of the existing school buildings comes with a very high price tag, but without the benefits that come with the up-to-date campus that has been proposed. We should not spend more than \$20.5 million on the current buildings. When compared with the anticipated bond amount of \$32.1 million for an all new K-12 facility and all the advantages the new, combined campus will provide, the choice is clear. Join me in voting YES this May to support the Central Linn School District bond.

Katie Cheney, P.E.

Sent from my iPhone



CITY OF HALSEY

PO Box 10, 100 West Halsey St., Halsey OR 97348

PH: (541) 369-2522
FAX: (541) 369-2521
TTY: (800) 735-2900

April 18, 2016

City of Brownsville
PO Box 188
Brownsville, OR 97327

Dear City Administrator McDowell, Mayor Ware and Brownsville City Council Members,

It is our understanding that the Brownsville City Council is considering a Resolution in support of the \$32 million Central Linn School District Bond. Before you pass this resolution, we ask you to consider the impact on your neighbors to the west.

As you know, Highway 99 takes you right through the center of Halsey. Next time you drive through take a look, a good look. Halsey has the potential to be a cute little town. We have an energized and active City Council, a vibrant community of volunteers and a city staff committed to growth and enriching the community. Both our City Hall/Community Center and Library were built through community donations, grants and hours of volunteer labor. We are in the planning stages of re-constructing our Veterans Memorial Park to include a Memorial for Veterans from Halsey, Brownsville and Shedd. Halsey is the recipient of a \$499,000 grant through ODOT for a design plan to upgrade Highway 99 from City Hall to the City Park. This design will include re-surfacing Highway 99, constructing sidewalks and gutters and landscaping along Highway 99. The future of Halsey looks bright!

We have reached the end of what we can accomplish through community participation and are now beginning the process of planning necessary improvements in our water and sewer infrastructure, as well as anticipating the costs of what work the city will have to do before the Highway 99 project can go forward, the extent of which we won't know until we receive the design plan in 2017. The costs to the City will be substantial and will have to be financed through a loan or a bond. Any water or sewer upgrades or extensive repairs will also have to be financed through loans or bonds. These projects are essential to the wellbeing of the community as a whole.

Halsey is not a rich community. We do battle with rundown homes and businesses and certainly have our fair share of empty buildings. The prospect of another empty building in Halsey would be devastating. And not just any empty building; Central Linn Elementary School, which has been in existence since 1936. This is a building that embodies history, life and a future; the future the community members of Halsey are so diligently working to build. We support the concept of public education wholeheartedly. However, the bond proposal will vacate the elementary school and leave Halsey with a cold, empty structure right in the heart of our town. In return, our community will be asked to shoulder an immense debt for the next 30 years, a debt that will likely inhibit our ability to finance our much needed projects in the years to come.

And finally, we have been hearing rumors that the City of Halsey will be utilizing the elementary building in some capacity and with that, encumbering some of the maintenance costs. It is very important that the Council and Central Linn voters understand that this is NOT TRUE. **The City of Halsey will not be maintaining the Elementary School in any capacity at any time**, for the already stated financial reasons.

Thank you for your time and consideration.

Mayor Marjean Cline
City Administrator, Ronda Fischer

Halsey-Shedd Rural Fire Protection District

To: To Brownsville City Councilors and Mayor

From: Skip Smith – Fire Chief, Halsey-Shedd RFPD

Subject: Central Linn School District Buildings and Bond Measure 22-142

Date: April 19, 2016

In the last few weeks, several parents have been in contact with me inquiring if the school buildings of the Central Linn School District are safe for their children to attend. I have been the Fire Chief of the Halsey-Shedd Rural Fire Protection District for more than 25 years, and as such have been inspecting both the elementary school and the high school buildings of the Central Linn School District during each of those many years. These yearly inspections are conducted with the observation and assistance of the Deputy Oregon State Fire Marshal.

As the Fire Chief, it is my honor and duty to be the primary fire and life safety representative in the school district. It is important that each of you to know that the safety and well being of the children, staff members and visitors alike are my primary concern. The risk of any dangers to anyone at or on the school property, is my highest priority when it comes to fire and life safety.

I recently conducted the annual fire and life safety inspection of the Central Lin School District facilities. I was assisted by the Regions Deputy State Fire Marshal, a certified electrician, and a certified plumbing specialist, we performed the inspections on Wednesday, March 2, 2016 at the high school and Wednesday March 23, 2016 at the elementary school. Our initial findings, upon completing the inspection, concluded that both the elementary school and high school buildings to be safe in respect to fire and life safety code and emergency escape routes.

Due to specific concerns that have been voiced, we carefully inspected and noted some of the following observations at the high school:

- Electrical wiring and breaker panels passed inspection in regards to fire and life safety considerations in addition to the review by a certified electrician
 - Additional circuits are needed in the computer lab
- The west wall of the agriculture classroom needs immediate maintenance work
- The foundation, brick and mortar and roofing supports appear in good shape
- Seismic updates need to be addressed at both school buildings.
- The boiler at the high school building is in good shape with approximately 20 years of its estimated 40 year life remaining, according to a certified plumbing specialist
- Classroom heating issues appear to be from faulty pneumatic heat controls in affected classrooms
- Heating pipes on the south side of the school appears to be adequate
- Heating pipes that were leaking on the north side of the school were repaired last summer
- All the pumps for sanitary sewer, as well as some ground water pumps have recently been replaced due to recent flooding and are in excellent shape
- The school district is addressing safety lockdown procedures at both the elementary school and the high school

After our inspection, the Fire Marshal and I consulted and reviewed our findings. We both noted that there is a visible lack of preventative maintenance in the buildings, which has been noted for the past 10 years. After our review, it is my conclusion and my opinion that an aggressive preventative maintenance program be developed and implemented immediately, which is something that I have suggested to Central Linn School District board members and school administration for the past two years. As noted earlier, we found both buildings to be safe in respect to fire and life safety standards.

If the \$32.1 million school bond measure passes, there will be approximately 2,000 – 2,500 property owners (not voters) paying this huge debt load for the next 30 years. The City of Brownsville currently has a tax rate of \$21.81 per thousand of assessed value, the 2nd highest in Linn County and the City of Halsey is the 5th highest in Linn County at \$17.18 per thousand out of 15 incorporated cities. These current tax rates make both cities expensive to own property in. If the school bond passes, it will make Brownsville's rate rise to approximately \$23.68 per thousand, which would make Brownsville's rate the highest in Linn County. Halsey's rate would jump to \$19.57, making them the third highest rate in Linn County. This is a major consideration when our communities are trying to attract new families to our cities. If we were to lose one of our major industries (such as Georgia-Pacific) it could be financially devastating to our communities. The property taxes that this industry pays would have to be spread out over the remaining property owners as the bond will still have to be paid. Both Halsey and Brownsville cities are likely to have an upcoming bond levies needed to replace/repair critical city services in the next 4-6 years. When you add up what all the current property tax rates are, possible future bond measures for critical city services and add in the \$32.1 million school bond, I believe our small rural communities simply do not have the financial means to carry this huge debt load.

If you have any questions regarding this letter, feel free to contact me at the Halsey-Shedd Rural Fire Protection District at (541) 369-2419.

Respectfully,



Skip Smith, Fire Chief

Central Linn School District

This letter is in regards to the current discussion of the replacement or repair of the elementary school and high school buildings in the Central Linn School District.

I appreciate the work and effort that the Facility Committee has done in the, but feel that a committee made up of building contractors, safety experts and maintenance professionals would be much more equipped to identify and provide recommendations on the critical needs of the buildings. Their expertise in roofing, heating and sewer systems and other areas could be used to develop a preliminary plan with costs and comparisons of at least three competitive bids on the work that needs to be done. This plan could then be presented to the taxpayers for discussion and possible one year levy approval if there is no money in the school budget for these repairs.

After reading the Hill International report for the high school I have several questions about the report. On page 6, 1.3 *General Physical Condition*, the report states that our High School *is rated in fair condition with some major issues in the heating, sanitary sewer and roof systems. And the Level of Maintenance Good:*

On the same page 1.4 *Recommendations & Discussion Upon completion of our observation tours and discussions with administrators, Solarc Engineering and Maintenance staff we believe this building should come under serious consideration for replacement.* This seems like conflicting information to me. I would also ask what credentials the superintendent and maintenance staff have to make such a critical recommendation.

The other issue I have with the Hill International report is the standards they used were purely a walk-through, using Washington State standards. After reading the report, and doing a walk around through the high school building myself, I agree there is a tremendous amount of work that needs to be done. However, I found the brick and mortar to be of good quality construction and in good shape. The glue lam beams that support the structure are phenomenal, and yes, will need some seismic updating in the event of a major earthquake. The foundation of the school is in very good shape. I think the structure itself is in good enough shape to be renovated to an acceptable standard.

The cost of tearing down and replacing the schools, in my opinion, is not a viable option. If you take into consideration the amount of property tax payers within the School District (not voters) you have roughly 2,000 – 2,500 folks carrying this huge debt load. The City of Brownsville is currently at \$21.81 per thousand of assessed value the 2nd highest in Linn County and the City of Halsey 5th highest in Linn County is \$17.18 per thousand (*out of 15 Cities*), making both cities expensive to live in. City administrators from both Halsey and Brownsville stated that they are likely to have upcoming bond levy needs to replace/repair critical city services. The local fire districts may in the future also need funding for equipment repair and or replacement. If you add up what all the current tax rates are, I believe we simply do not have the financial means to attempt a school replacement project of this magnitude, nor is it the best option.

Finally, I come to the issue that in my opinion is at the root of the problem, maintenance. Based on my yearly inspections of the school over the last 25 years, the poor maintenance or lack thereof has contributed to our school being in this current state of disrepair. I understand that Superintendent Gardner inherited a school that needed some major maintenance, but the fact there has only minimal repairs over the last four years is unacceptable. He has not done due diligence. He stated at a meeting on March 13th,

2014, that there are only two part-time maintenance personnel. My confidence that he could/would maintain a new building is not high. I think the school district could look into a full time maintenance person that could perhaps manage major contractors and be able to perform the majority of the maintenance work as well. Perhaps we could make a plan for critical repairs, such as a ten year plan for retrofitting for earthquake, etc.

As of Feb. 2016

Central Linn School Dist.: (3700 land owners)	\$4.61 / 1000 of assessed value
Brownsville : City Bonds Sewer & Water 28 years (1017 land owners)	\$10.72 / 1000
Brownsville Fire Station Bond 10 years left	\$2.22 / 1000
Halsey: City Bonds Sewer & Water 20-30 years (530 land owners)	\$6.79 / 1000
Halsey-Shedd R.F.P.D.	\$0.98 / 1000
Outside City of Brownsville (1049 land owners)	\$11.63 / 1000
Outside City of Halsey (1104 land owners)	\$10.39 / 1000
L.B.C.C.: Bond	\$0.68 / 1000
Linn County	\$4.04 / 1000

City of Brownsville Total = \$21.81 / 1000 + \$1.87=\$23.68 (if bond passes) # 1 in Linn Co.

City of Halsey Total = \$17.70 / 1000 +\$1.87=\$19.57 (if bond passes) #3 in Linn Co.

Oregon Earthquake History (Toppled chimneys' in Willamette Valley only damage)

- 1910 08 05 - Oregon - M 6.8
- 1993 09 21 - Klamath Falls, Oregon - M 6.0 Fatalities 2
- 2002 06 29 - near Mt. Hood Volcano, Oregon - M 4.5
- 2003 01 16 - Blanco Fracture Zone - Offshore Oregon, - M 6.3
- 2004 07 12 - Offshore Oregon - M 4.9

Assessed property value, times the proposed (\$1.87) rate per thousand plus existing \$4.61

\$100,000 X proposed bond \$1.87 = \$187	\$100,000 X Current rate \$4.61 = \$461 + \$187 = \$648
\$200,000 X proposed bond \$1.87 = \$374	\$200,000 X Current rate \$4.61 = \$922 + \$374 = \$1296
\$300,000 X proposed bond \$1.87 = \$561	\$300,000 X Current rate \$4.61 = \$1383 + \$561 = \$1944
\$400,000 X proposed bond \$1.87 = \$748	\$400,000 X Current rate \$4.61 = \$1844 + \$748 = \$2592

http://democratherald.com/news/brownsville-council-discusses-tables-school-district-bond-issue/article_9f679fdc-4564-53b0-b0d5-2e3dec8b2b84.html

Brownsville council discusses, tables school district bond issue

ALEX PAUL Albany Democrat-Herald 2 hrs ago

BROWNSVILLE — City Council members Tuesday evening decided to table whether they will formally support the Central Linn School District's proposed \$32 million construction bond at the April meeting.

Residents on both sides of the issue made presentations because the subject was on this month's agenda.

The basics are that the school board has proposed seeking a 30-year, \$32.1 million bond that would include \$4 million in matching state construction grant funds.

The issue will be on the May 17 ballot.

The projected tax rate would be \$1.87 per \$1,000 of assessed property value or an additional \$23.38 per month on a home valued at \$150,000.

Chandra Evans, a teacher at a local preschool and the parent of four children currently in the school system, plus a recent graduate, called Brownsville, "Our own little Mayberry," referring to the popular family TV show of the 1960s.

"We love it here," Evans said. "We have caring teachers and coaches."

Evans said if the area loses its school system, she could see the community crumbling.

"If our school buildings are condemned and closed down, our children will be bused here and there," Evans said.

She said the community will lose its sense of pride and compassion.

Don Andrews said he favors the bond because the community has ethical, moral and legal obligations to provide the best facilities and education the community can.

Andrews said he estimates the bond will cost him about the same as his daily cup of coffee at the local café.

Brian Tenbusch said he and his wife have lived in Brownsville for about 10 years and they have three young children.

He said the current school buildings are well beyond their reasonable lifespan and they are not safe in the event of a major earthquake.

Tenbusch said this is a good time to take on this project because interest rates are low and there is a \$4 million grant available.

"If this bond measure doesn't pass, we won't have to do anything until the next major bond breakdown," Tenbusch said. "It's not a matter of how much it's going to cost, it's when we are going to pay it."

Tenbusch said if the bond fails, families with children will begin moving from the area and there will be no sports or other activities at the schools, affecting local quality of life.

"When people start to leave, home values will drop and crime will go up," Tenbusch said.

Linda Cheney said she moved to Brownsville two years ago to be near her grandchildren.

"I love it here," she said. "I'm going to vote yes for the bond. There's nothing more important than the future and safety of our children."

But not everyone who spoke supported the bond.

Allen Buzzard said the bond payment would add an estimated \$528 to his tax bill, nearly \$1,000 last year.

Buzzard, who teaches at the Sweet Home Junior High, said his opposition isn't because he doesn't support education "but because we don't see constructing a brand new K-12 brick-and-mortar school building as an appropriate way to address educating Central Linn students today's 21st Century learning world."

Buzzard said his wife recently completed a master's degree without ever stepping onto the college campus. And, it cost about one-third the tuition of a traditional university.

He said Khan Academy provides thousands of online videos and more than 100,000 practice problems in virtually any subject that can be accessed in or out of the classroom.

"As a public educator, I have used a number of Khan Academy video lessons to get economic concepts across to my students, and I have found great YouTube videos featuring Japanese culture and language lessons that I deliver to my after-school club," Buzzard said.

Buzzard said he sees the world of education increasingly focused online, "where personalized content can be delivered in a faster, cheaper and more efficient manner than the outdated brick-and-mortar model."

Buzzard said taxes could be better spent providing students with modern computers and high-speed Internet services instead of buildings and their maintenance.

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

ALEX PAUL {EMP}

DRAFT

April 27th, 2016**Pioneer Picnic Association**

Attn: Ms. Leisa Keyser, Treasurer
401 Washburn Street
Brownsville, Oregon 97327

Re: Pioneer Picnic, June 17th – 19th

Dear Leisa,

The City's goal is the same as the Association's which is to have a great Picnic! In order to accomplish that goal, we want to make sure we do our part. I have included a few changes from last year. Karl & I have covered the major responsibilities below just to make sure we are all on the same page:

- 1) **Camping Fees** – The City needs to simplify this on our end. Since camping fees have been collected, it has been a fiasco. The City would like to charge flat rate \$500 for camping which would include Thursday through Monday with a 6:30 p.m. checkout on Monday. The Association can collect the money from the campers. In money in excess of the flat rate of \$500 can go to the Association.
- 2) **Service Personnel** – The Association will have people designated to take care of garbage and security for the event.
- 3) **Gates** – The City keeps the gates open at the discretion of the Park Caretakers; this item is at the sole discretion of the Association for the weekend.
- 4) **Park Caretakers** – David & Sharon Peterson will be serving as Park Caretakers this year. Their role on behalf of the City will be to clean restrooms, stock restroom supplies and unplug toilets. (See item #6.)
- 5) **Additional Bathroom Supplies** – The City supplies the essentials and they will be available as needed through the Caretakers.
- 6) **Gator Use** – We anticipate the Association working out an agreement with the Park Caretakers to use their services and the Gator for miscellaneous purposes again this year. As you know, the State requires Off Highway Vehicles (OHV) safety training. Karl & I plan on having everyone take or renew the training.
- 7) **Wood Chips** – Please make sure Karl is aware of exactly where you want these placed. Please also make sure that arrangements have been made with Bear Mountain well in advance of the event. The City will pick up the wood chips and place them as directed.
- 8) **Keys** – We will issue keys to you for your distribution for the event. The Caretakers can always let folks in buildings if necessary. We will *only* release the keys to one official from the Association which has been you in the past. The City needs all sets back no later than Tuesday after the Picnic. Last year, sets did not get returned until two weeks after the event.
- 9) **Horse Area** – The group responsible for preparing the area will be making those arrangements.

DRAFT

- 10) **Parade Barrels/Cones/Candlesticks** – These are stored behind the stage by the north door. Public Works will make sure you have the amount you request. The City will ask for any lost items to be replaced at cost which is \$40 per candlestick. Last year there were seven (7) candlesticks that were not returned.
- 11) **Barricade Placement** – Public Works will put them out for the Kiddie Parade on Friday and pick them up afterwards. We can make arrangements to hand the barricades over to a volunteer for placement on Saturday. The City will need to know who the Association wants to be responsible for the barricades.
- Council has closed Park Avenue between Main Street and Averill Street for Run Event Organizer Joe Ervin. The closure is Sunday from 6:30 a.m. to 11:00 a.m. Please make sure the placement of the traffic signage & barricades are in place.
- 12) **Park Street & Main Street Closure** – Traditionally, Council closes Park Street, as requested by the Association, on Friday before Picnic between the hours of 12:00 p.m. and 2:00 p.m. for the Kiddie Parade. Please forward a request for Council. The City also signs off on the Oregon Department of Transportation request which has already been done for this year.
- 13) **ADA Campers** – The City would like you to make room behind the new restrooms for folks who may have ADA concerns. Historically, folks have camped behind the Pavilion which causes problems for the rest of the season for us.
- 14) **Kitchen Support Campers** – Historically we have allowed people helping with the kitchen area to camp in that area. We would strongly encourage a different plan.
- 15) **Kitchen** – We would like to let you know that we are not encouraging any items to be placed or left in the kitchen for the Fourth of July celebration. The City has the Pavilion rented to others before that event and it always causes problems. If you see something, please let us know. We would like to avoid this problem from arising. The City will ask Sweet Home Sanitation to provide three (3) recycling cans for use in this area.
- 16) **Information Booth** – Please make sure that the room is clean.
- 17) **Banners** – Public Works hangs the Welcome signs and banners.
- 18) **Dumpster** – We provide one, ten (10) cubic yard dumpster in the park for trash. The last two years we have experienced some cleanup issues with the food vendors. We would ask that you remind them to clean their area.

We know there are other items the City does in preparation for Picnic, however we wanted to address as many issues as possible to ensure good cooperation. We wish the Association the best of luck on a successful event! If you have any questions or concerns, please let us know.

Sincerely,

S. Scott McDowell
Administrator

Karl Frink
Public Works Superintendent

cc: Mayor and Council
Park & Open Space Advisory Board
Staff
File

Linn County Pioneer Association
PO Box 57
Brownsville, Oregon 97327
LCPA1887@centurytel.net

March 24, 2016

Dear City of Brownsville:

The Linn County Pioneer Association is requesting the permission to close the following roads during 2016 Linn County Pioneer Picnic. Friday, June 17: Park Street and Main Street for the Kiddies Parade for 12:55-1:30 pm Saturday, June 18: Main Street, Kirk Ave, Spaulding Way, and Standard Ave. From 9:55am to 11:00am Sunday, June 19: Park Street for the Dam Run from 6am to 10:30 am

Please let know if you need anything else from us.

Thank you,

Holly Gosda
Secretary
Linn County Pioneer Picnic

LINN COUNTY SHERIFF'S OFFICE



Bruce W. Riley, Sheriff

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

Received
City of Brownsville
MAR 28 2016
Clerk _____

March 24, 2016

The Honorable Don Ware
Mayor of Brownsville
P.O. Box 188
Brownsville, Oregon 97327

RE: Agreement – Law Enforcement Services

Enclosed are two originals of our 2016/2017 Law Enforcement Agreement.

The Linn County Board of Commissioners has determined that the municipal law enforcement agreements will be increased by 5% this coming year. The County will continue to absorb costs such as corrections, dispatch, vehicle maintenance etc., in an attempt to keep costs down.

Please sign both copies and *return to us as soon as possible*. After the County signs the agreements, an original will be sent to you.

If you have any questions, I can be reached at (541) 967-3950.

Sincerely,

A handwritten signature in black ink that reads "Bruce W. Riley".

Bruce W. Riley,
Linn County Sheriff

AGREEMENT – LAW ENFORCEMENT SERVICES

THIS AGREEMENT MADE AND ENTERED into this 30th day of June, 2016, by and between LINN COUNTY, OREGON a political subdivision, of the State of Oregon, and the SHERIFF OF LINN COUNTY, hereinafter called COUNTY, and the CITY OF BROWNSVILLE a municipal corporation of the State of Oregon, hereinafter called CITY.

W I T N E S S E T H:

WHEREAS, the City is desirous of contracting with the County for the performance of the hereinafter described law enforcement functions within its boundaries by the County, through the Sheriff thereof, and

WHEREAS, the County is agreeable, with approval of the Sheriff to rendering such services on the terms and conditions hereinafter set forth herein, and

WHEREAS, such contracts are authorized and provided for by the provisions of ORS 190.010 and ORS 206.345.

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, it is mutually agreed as follows:

1. The County agrees, through the Sheriff of the County, to provide police protection within the corporate limits of the City to the extent and in the manner hereinafter set forth. The police services shall encompass duties and functions of the type within the jurisdiction of and customarily rendered by the Sheriff of the County pursuant to the statutes of the State of Oregon, and those duties associated with the enforcement and compliance with the Ordinances of Brownsville under those Ordinances duly authorized and enacted by the city. Such services shall include the enforcement of the State statutes and the municipal ordinances of the City.

2. The rendition of such service, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of the personnel so employed, shall remain in the Sheriff. However, it is understood that two (2) deputies will be assigned to devote seventy percent (70%) of their time to enforcement for the CITY.

3. For the purpose of performing such functions, the County through the Sheriff shall furnish and supply all necessary labor, supervision, equipment, radio communication facilities and supplies necessary to maintain the level of services to be rendered hereunder.

4. The County hereby covenants and agrees to hold and save the City and its officers, agents and employees harmless from all claims whatsoever that might arise against the City, its officers, agents, or employees by reason of any act of the County, its officers, agents, or employees in the performance of the duties required by the terms of this agreement.

5. The City grants to the County and the Sheriff, full municipal police authority.

6. The term of this contract shall be from July 1, 2016 through and including June 30, 2017. However, the service of the Sheriff shall continue to be performed and the authority granted to the Sheriff to enforce the ordinances of the City shall continue until thirty days after notice is given by either party that such services or authority is discontinued.

7. In consideration of the services provided for hereinabove, the City agrees to pay in cash the sum of \$ 149,724.00, said sum to be paid in quarterly installments.

IN WITNESS WHEREOF The City by resolution duly adopted by its City Council cause this agreement to be signed by its Recorder, and the County by order of its County Court and attested by the Clerk of the said County, and subscribed by the Sheriff of Linn County, all on the day and year first above written.

LINN COUNTY, a political subdivision
of the State of Oregon

By _____
Chairman

Commissioner

Commissioner

Date _____

Sheriff

Date

ATTEST:

Linn County Clerk

CITY OF BROWNSVILLE

By _____
Mayor

Date

ATTEST:

City Recorder

APPROVED AS TO FORM:

Linn County Legal Counsel

City of Brownsville, Attn: City Administrator
BROWNSVILLE
PO Box 188
Brownsville, OR 97327

Received
City of Brownsville

APR - 7 2016

Clerk _____

RENEWAL NOTIFICATION PROCESS

It's time again for liquor license renewals in your area. Liquor licenses are due to expire **6/30/2016**. Attached is the list of licensees who are required to submit their renewal application to local government for comment. According to our records you charge:

\$0.00 Renewal Fee for ON-PREMISES \$0.00 Renewal Fee for OFF-PREMISES

We told applicants to mail your local government fees to the address on this letter.
PLEASE NOTIFY US IMMEDIATELY IF THE FEE(S) OR ADDRESS ARE INCORRECT

HOW TO MAKE A RECOMMENDATION

You have until 6/3/2016 to make your recommendation. Below are your options for renewals:

RECOMMEND APPROVAL

1. DO NOTHING. If you do not submit a recommendation by **6/3/2016**, the OLCC will process the renewal application as a favorable recommendation.

RECOMMEND DENIAL (see additional information on page 2)

- 1.** File an unfavorable recommendation, stating the grounds for the unfavorable (must meet the denial criteria on back of form); **OR**
- 2.** Make a written request for additional time to complete an investigation. The request must state: 1) you are considering making an unfavorable recommendation; 2) the specific grounds being considered. **The grounds must be one referenced in Oregon Administrative Rule 845-005-0308(3).** If your request is granted you will be given a 45-day extension to file your unfavorable recommendation. Unfavorable means recommending denial of a license or requesting restrictions be placed on a license.

If you need assistance or would like to discuss a specific application, please contact your local OLCC office for help. Please send renewal recommendation correspondence to OLCC.Renewals@oregon.gov or OLCC License Renewals, P.O. Box 22297, Portland, OR 97269-2297. If you have questions, contact our license renewal section at 503.872.5138 or toll free at 1.800.452.6522 ext 5138.

REASONS WE MAY DENY OR RESTRICT A LICENSE
ORS 471.313(4)(5), OAR 845-005-0320, 845-005-0321, 845-005-0322
845-005-0325, 845-005-0326(4)(5) or 845-005-0355

The following is a list of problems relating to the **APPLICANT** or **BUSINESS** that OLCC can consider to refuse or restrict a license:

1. Applicant has a habit of using alcohol or drugs to excess
2. Applicant makes a false statement to OLCC (must be related to a refusal basis)
3. Applicant has been convicted of local, state or federal laws that are substantially related to the fitness of holding a liquor license
4. Applicant has demonstrated poor moral character
5. Applicant has a poor record of compliance when previously licensed by OLCC
6. Applicant is not the legitimate owner of the business
7. The business has a history of serious and persistent problems at this location. The problems can include:

obtrusive or excessive noise, music or sound vibrations
public drunkenness
fights or altercations
harassment
unlawful drug sales
alcohol or related litter

OLCC is not able to consider the following issues when deciding to renew a liquor license:

lack of parking
increase in traffic
too many licenses in a specific area (saturation)
entertainment type - nude dancing, gambling, live bands, etc.
increased noise
zoning issues

Visit www.oregon.gov/olcc/ to see the full text of ORS and OAR referenced above. In order for an unfavorable recommendation from a local government to be valid, the grounds must be found in the license refusal bases of ORS 471.313(4), 471.313(5), OAR 845-005-0320, 845-005-0321, 845-005-0322, 845-005-0325 or 845-005-0326(4)(5) or the license restriction bases of OAR 845-005-0355, and must be supported by reliable factual information.

District 3 Renewals

BROWNSVILLE
Page 1

<u>License No./ Premises No.</u>	<u>Tradenname/Licensee/License Type</u>	<u>Premises Address & Phone</u>	<u>Premises Mailing Address</u>
Lic. 222954 Prem. 46040	ARMANDOS FAMILY RESTAURANT ARMANDOS 2 LLC F-COM - FULL ON-PREMISES SALES	122 SPAULDING AVE BROWNSVILLE, OR 97327 541-466-3636	3095 W 11TH AVE EUGENE, OR 97402
Lic. 221318 Prem. 4951	BROWNSVILLE SALOON NATALIE L. WADE F-COM - FULL ON-PREMISES SALES	419 N MAIN ST BROWNSVILLE, OR 97327 541-466-5251	PO BOX 10 BROWNSVILLE, OR 97327
Lic. 220860 Prem. 48307	BROWNSVILLE VIDEO DEBORAH A. LARSEN O - OFF-PREMISES SALES	130 SPAULDING AVE BROWNSVILLE, OR 97327 541-466-9100	PO BOX 340 BROWNSVILLE, OR 97327
Lic. 220465 Prem. 4952	DARI MART STORE #24 DARI-MART STORES INC O - OFF-PREMISES SALES	220 S MAIN ST BROWNSVILLE, OR 97327 541-466-5335	125 E 6TH AVE JUNCTION CITY, OR 97448
Lic. 223108 Prem. 40133	JERRY'S GAS & FOOD MART JERRY'S GAS & FOOD MART LLC O - OFF-PREMISES SALES	203 E BISHOP WAY BROWNSVILLE, OR 97327 541-369-2801	PO BOX 274 BROWNSVILLE, OR 97327
Lic. 220804 Prem. 49205	KIRK'S FERRY TRADING POST KIRK'S FERRY TRADING POST LLC F-COM - FULL ON-PREMISES SALES	217 W BISHOP WAY BROWNSVILLE, OR 97327 541-466-5614	PO BOX 805 BROWNSVILLE, OR 97327

Count for BROWNSVILLE 6



D|A DAVIDSON
FIXED INCOME CAPITAL MARKETS
D.A. Davidson & Co. member SIPC

April 11, 2016

City of Brownsville
255 N. Main Street
Brownsville, OR 97327

Re: General Obligation Refunding Obligations, Series 2016 (the “Bonds”)

Dear Scott:


This letter confirms our engagement to serve as an underwriter for the Bonds. Enclosed with this letter as Exhibit A are the disclosures required by MSRB Rule G-17 regarding our role, duties and interests as an underwriter of the Bonds.

Your execution of this letter will confirm that you reasonably expect that we will serve as an underwriter of the Bonds, and will enable us to provide advice with respect to the structure, timing, terms, and other similar matters concerning the Bonds pursuant to the underwriter exclusion under the SEC’s municipal advisor registration rules.

We understand that our engagement is preliminary in nature and, among other things, may be subject to applicable procurement laws, formal governing body approval of our engagement, the final structure of the Bonds, and execution of a mutually-agreeable bond purchase agreement. This engagement letter is nonbinding and may be terminated by either party without liability. This engagement letter does not prevent you from engaging other underwriters for the Bonds, or from selecting an underwriting group that does not include us.

Sincerely,

D.A. DAVIDSON & Co.

By 
Its: Vice President, Public Finance

ACKNOWLEDGED AND ACCEPTED:

City of Brownsville

By _____
Its _____



EXHIBIT A

D.A. Davidson & Co. (hereinafter referred to as “Davidson” or “underwriter”) intends / proposes to serve as an underwriter, and not as a financial advisor or municipal advisor, in connection with the issuance of the Bonds.

As part of our services as underwriter/senior managing underwriter, Davidson may provide advice concerning the structure, timing, terms, and other similar matters concerning the issuance of the Bonds.

Disclosures Concerning the Underwriters Role:

- (i) MSRB Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors.
- (ii) The underwriters' primary role is to purchase the Bonds with a view to distribution in an arm's-length transaction with the Issuer. The underwriter's financial and other interests may differ from those of the Issuer.
- (iii) Unlike a municipal advisor, the underwriters do not have a fiduciary duty to the Issuer under the federal securities laws and are, therefore, not required by federal law to act in the best interests of the Issuer without regard to their own financial or other interests.
- (iv) The underwriters have a duty to purchase the Bonds from the Issuer at a fair and reasonable price, but must balance that duty with their duty to sell the Bonds to investors at prices that are fair and reasonable.
- (v) The underwriter will review the official statement for the Bonds in accordance with, and as part of, their respective responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of this transaction.

Disclosures Concerning the Underwriters Compensation:

As underwriter, Davidson will be compensated by a fee and/or an underwriting discount that will be set forth in the bond purchase agreement to be negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the underwriting fee or discount will be contingent on the closing of the transaction and the amount of the fee or discount may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since the underwriter may have an incentive to recommend to the Issuer a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Additional Conflicts Disclosure:

Davidson has not identified any additional potential or actual material conflicts that require disclosure.



Bond Refunding Candidates

The City has four loans outstanding with USDA rural development and one loan with the Infrastructure Finance Authority at Business Oregon. Typically, loans with USDA and IFA are pre-payable with no penalty on any day.

Loan	Total Outstanding	Current Interest Rate	Final Maturity Date
Water No. 1	\$ 224,017	4.50%	6/18/2038
Water No. 2	521,622	4.75%	6/18/2038
Wastewater No. 1	2,960,067	4.50%	9/9/2048
Wastewater No. 2	2,778,806	4.25%	9/9/2048
OECCD 2004	236,666	5.17%	8/10/2031
	\$ 6,721,178		

Bond Refinancing

A bond refinancing or "refunding" consists of issuing new debt to public investors and using the money from that bond sale to pay off and cancel the old debt. The new debt will have lower payments than the existing debt resulting in annual savings to the issuer. The important steps of a bond refinancing include: passage of an authorizing resolution by the board, credit rating application, and drafting of a disclosure document for investors. Professionals involved are a bond underwriter or purchaser, bond counsel and paying agent. Costs of the refinancing are generally paid from the proceeds of the bond sale.

Refunding Savings Projections (High and Low Range)

Below is a table showing projected debt service savings from a bond refunding of the City's outstanding loans. The table shows a range of savings reflecting a range of projected interest rates for a refunding issue dated June 30, 2016. **All savings are shown net of any costs of issuance.**

Projected Refunding Statistics

	Scenario 1		Scenario 2	
	High Range of Rates		Low Range of Rates	
New Bond Par Amount	\$	6,345,000	\$	6,330,000
All-in Interest Cost of New Bonds		3.41%		3.01%
Par amount of refunded loans	\$	6,721,178	\$	6,721,178
Avg interest rate of refunded loans		4.41%		4.41%
Debt Service Savings (Present Value)	\$	925,897	\$	1,369,008
% savings of refunding proceeds		13.78%		20.37%

Supreme Court Ruling Guts Recreational Immunity

It Does Not Extend to City Employees

By Chad Jacobs



Park and recreation services are a fundamental service provided by cities to their citizens. As a result, cities often make significant portions of their property available to the public free of charge for recreational use. To encourage such uses of property, the Legislature provided protection from lawsuits to property owners through what is commonly known as the legal concept of recreational immunity. This spring, the Oregon Supreme Court gutted this protection as it applies to cities when it ruled recreational immunity does not extend to city employees.

Background

The Legislature enacted the Oregon Public Use of Lands Act (ORS 105.672-105.700) to provide certain immunities to owners of property that make their land available to the public to use for recreational purposes free of charge. Specifically, the act shields an owner of land from liability in contract or tort for any personal injury, death or property damage that arises out of the use of the owner's land for recreational purposes, when the owner of land either directly or indirectly permits any person to use the land for recreational purposes free of charge.

For years, this provision of law encouraged the use of Oregon's vast and beautiful outdoor lands for recreational purposes as it provided cities and other property owners a significant amount of legal protection when they opened their land to the public for recreational purposes. Property owners could rest easy in knowing that they have not subjected themselves to increased liability by making their lands available to the public for recreational purposes, and the public would receive the benefit of being able to use a wide array of lands for recreation that might not otherwise have been made available for such purposes.

In addition, due to the Oregon Tort Claims Act (ORS 30.260-ORS30.302), as well as other legal principles, it was presumed that the legal protections that came with recreational

immunity extended to city employees. Under the Tort Claims Act, cities are required to defend and indemnify employees who are acting within the scope of their employment or duties. The recreational immunity provided to cities through the Public Use of Lands Act would not be nearly as powerful a protection if it did not also extend to city employees who worked on and maintained city properties made available to the public for recreational purposes free of charge.

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Springfield, Oregon | 541.741.2975

The Decision: *Johnson v. Gibson*

This case arose when Johnson, who is legally blind, was injured when she stepped into a hole while jogging in a city park. Johnson sued the city and its employees, Gibson and Stillson. Gibson, who was the city park technician primarily responsible for maintenance of the park, created the hole that caused Johnson's injury while fixing a malfunctioning sprinkler head. Stillson was Gibson's supervisor. Johnson sued for negligence.

The city, on behalf of Gibson and Stillson, claimed the employees were immune from any liability for negligence due to the recreational immunity protections provided by the Public Use of Lands Act. The court rejected these claims, concluding the act did not extend to city employees, but rather was limited to the city itself as the "owner" of the park.

To reach this conclusion, the court first examined the text of the act, which expressly provided protection to only the "owner" of the land. Under the act, the term "owner" was defined to include the possessor of any interest in any land including a "tenant, lessee, occupant or other person in possession of the land." The court concluded that this definition did not extend to employees or agents of an owner.

The court also recognized that the liability of a city as landowner was distinct from the liability of employees and agents of the city. The court expressly noted that whether a principal's immunity is personal to the principal or may extend to an

agent is a matter of legislative choice subject to constitutional bounds, and that the Legislature simply did not extend the act to provide immunity to the city's employees. Thus, while the city could enjoy the benefits of recreational immunity under the act, its employees could not. As a result, if the employee acted negligently, the city would be required to indemnify the employee for costs and expenses under the Tort Claims Act.

The Impact to Cities

The court's decision is likely to have an immediate and significant impact on cities. As LOC Assistant General Counsel Carl Sniffen recently explained, "the decision's impact on cities' ability to continue to provide public spaces, such as parks, for recreational use is potentially significant. Liability insurance costs are expected to increase, repair and maintenance costs may go up, and certain public places or facilities may be closed to recreational use. A legislative solution will likely be required."

Cities should work closely with their city attorneys and risk managers to determine what can be done to provide additional protections from liability due to the loss of recreational immunity for city employees. In addition, cities are encouraged to work with the League to seek a legislative fix to this decision.

Mr. Jacobs is a partner with *Beery Elsner & Hammond LLP*. ■

Hawkins

DELAFIELD & WOOD LLP



With more than 80 lawyers in eight cities, we have the largest public finance practice in the United States. As Bond Counsel, Underwriters Counsel or Special Counsel, we cover every area of public finance law.

Hawkins is ranked #1 Bond Counsel in Oregon.

For more information contact:

Hawkins Delafield & Wood LLP
200 Southwest Market Street, Suite 350
Portland, OR 97201
503-402-1320
www.hawkins.com

New York • Portland • Los Angeles • Sacramento • San Francisco • Newark • District of Columbia • Hartford

S. Scott McDowell

From: NaturalHazNews <naturalhaznews-bounces@listsmart.osl.state.or.us> on behalf of Shirley, Christine <christine.shirley@state.or.us>
Sent: Friday, April 15, 2016 4:40 PM
To: floodplain_managers@listsmart.osl.state.or.us; 'naturalhaznews@listsmart.osl.state.or.us'
Subject: [NaturalHazNews] FEMA - NOAA Biological Opinion Released
Attachments: Untitled attachment 00182.txt

Dear Oregon Floodplain Managers,

Yesterday NOAA Fisheries delivered to FEMA their final biological opinion on the NFIP implementation in Oregon.

The BiOp is posted on NOAA Fisheries' website along with a break-out of the reasonable and prudent alternative (RPA) and a background/FAQ document (third through fifth bullets under "Habitat Protection, Floodplains"). <http://www.westcoast.fisheries.noaa.gov/habitat/conservation/index.html>

We here at DLCD are still digesting the information, and have put up a website to help keep you all informed as we learn more:
http://www.oregon.gov/LCD/pages/nfip_biop.aspx

Christine Shirley | NFIP Coordinator
Planning Services Division
Oregon Dept. of Land Conservation and Development
635 Capitol Street NE, Suite 150 | Salem, OR 97301-2540
Office: (503) 373-0050 ext. 250 | Direct: 503-934-0027
Cell: (971) 239-9457 | Fax: (503) 378-6033
christine.shirley@state.or.us | www.oregon.gov/LCD



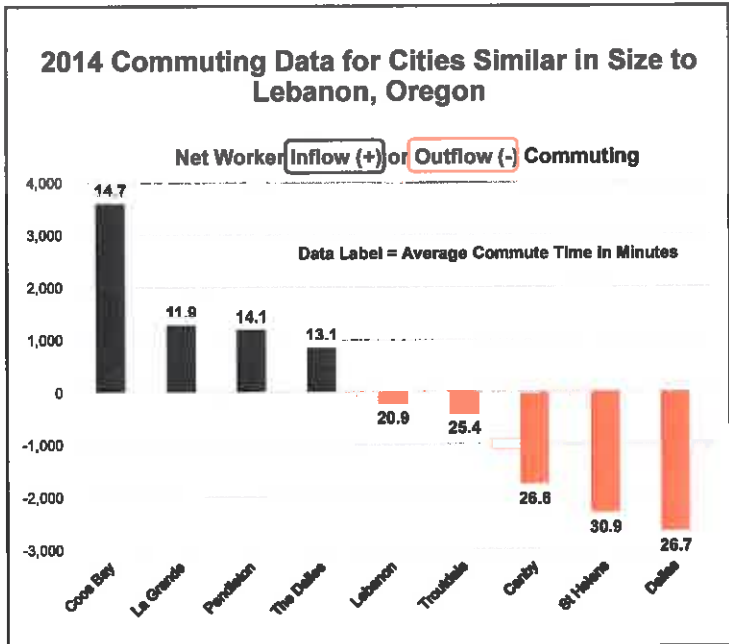
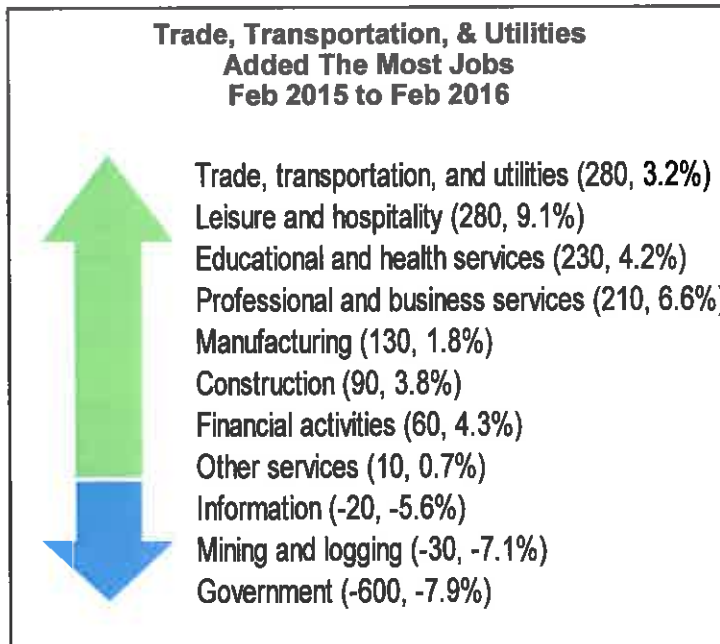
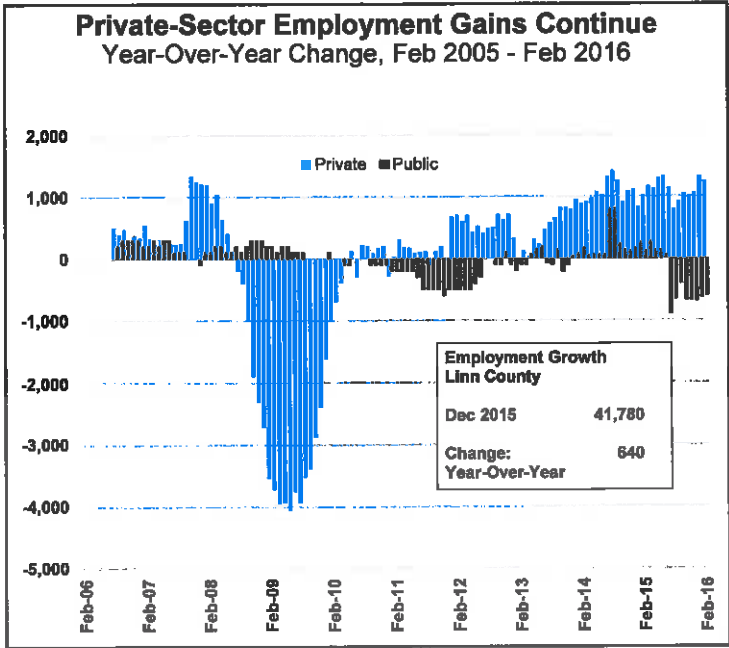
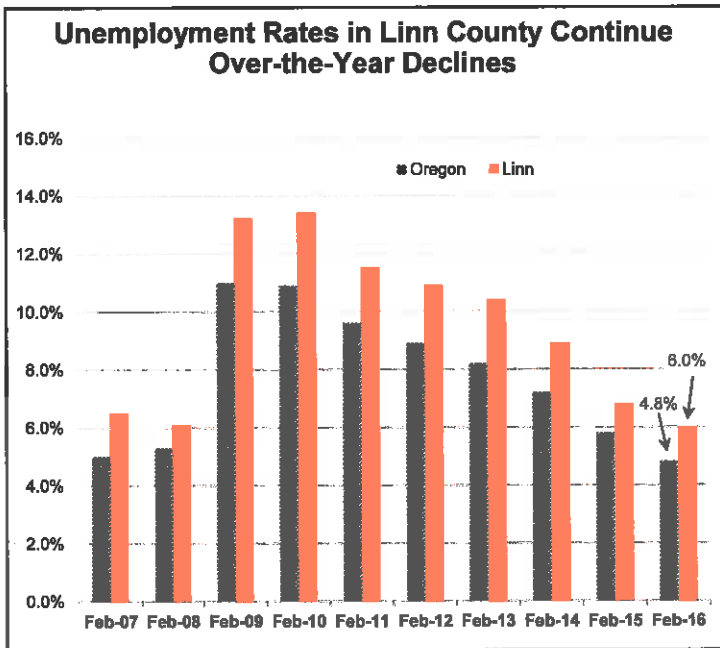
Quality Information, Informed Choices

Labor Market Information

www.QualityInfo.org

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

From February 2015 to February 2016, the private sector gained 1,240 jobs while the public sector lost jobs. The trade, transportation, and utilities; and leisure and hospitality industries led employment gains over the year. Employment losses in the public sector were led by local government. A question came up during a presentation in Lebanon recently; "is the commuting information in your slide typical for a city with a similar size to Lebanon". The research showed that a number of variables determine the reasons people commute and whether or not a city has a net positive inflow or outflow.



For more information and/or to be added to the monthly e-mail distribution list, contact:
 Will Summers, Workforce Analyst, Oregon Employment Dept.
 Serving Linn, Marion, Polk, and Yamhill counties
 William.A.Summers@oregon.gov

Join the conversation and stay informed!
oregonemployment.blogspot.com/
 Twitter: @OrEmployment
 Need a Speaker, contact me!

S. Scott McDowell

From: Matthews, Daniel W -FS <danielwmatthews@fs.fed.us>
Sent: Monday, April 04, 2016 9:53 PM
To: MAdams@ci.sweet-home.or.us; mangulo@ci.sweet-home.or.us; oneinjum@hotmail.com; dart_55@q.com; southsantiam.hatchery@state.or.us; paul_bridges@fws.gov; ken.shsenior@comcast.net; keithb@nwyoouthcorps.org; sbryants@comcast.net; miles_brown@blm.gov; shchamber@comcast.net; bcarroll@col.in.or.us; cl@oregonwild.org; ODDER_OR@hotmail.com; chememb@chemeketans.org; cloughesy@ofri.org; craig.pettinger@state.or.us; ejdavis@uoregon.edu; calapooia@peak.org; dbday@wvi.com; liz.f.dent@state.or.us; info@cascwild.org; jawing@odf.state.or.us; Jennifer@fsee.org; cfentiman@ci.sweet-home.or.us; tia.fitzgerald@redcross.org; foley@westernu.edu; fran30@centurylink.net; makerrick@Q.com; dfurtwangler@cascadetimber.com; ageissler@amforest.org; mark@guistinaland.com; jgourley@ci.sweet-home.or.us; mhall@ci.sweet-home.or.us; harcomb@rice.edu; Richard.j.hargrave@state.or.us; sswc@centurytel.net; dh@oregonwild.org; hasso.hering@lee.net; jhowell@le.linn.or.us; Christie.L.Johnson@usace.army.mil; tony.jones@odot.state.or.us; marcus.kauffman@state.or.us; Kertis, Jane -FS; Rod.W.Krahmer@state.or.us; jlaughlin@cascwild.org; daniel.j.lepschat@odot.state.or.us; clewis@ci.sweet-home.or.us; bemackay@frontier.com; gmahler@ci.sweet-home.or.us; bmarshall@cascadetimber.com; cmartin@ci.sweet-home.or.us; admin@ci.brownsville.or.us; smckee@ci.sweet-home.or.us; jmcqueary@le.linn.or.us; timmcq3@comcast.net; thi@centurytel.net; infor@amforest.org; d.les.miller@usace.army.mil; mischa.connine@noaa.gov; Fred.Monzyk@oregonstate.edu; mmoral@cascadetimber.com; jl4biz@yahoo.com; tmuellet@le.linn.or.us; nancy.c.taylor@state.or.us; JeremyN@giustina.com; jeffp@nwyoouthcorps.org; brains@nwyoouthcorps.org; fbisaacs@peak.org; Eaglbats@aol.com; neil@maoregon.com; Patrick.m.moran@odot.state.or.us; alex.paul@lee.net; Klaus.Puettmann@oregonstate.edu; Marysue.Reynolds@linnbenton.edu; brichardson@rmef.org; roddgers@ci.sweet-home.or.us; rosspix@comcast.net; jschoenen@gmail.com; don.schrader@sweethome.k12.or.us; Seeds.joshua@deq.state.or.us; nettyaks@aol.com; Marilyn.smith@ciityofalbany.net; Spies, Tom -FS; news@sweethomenews.com; info@sweethomechamber.com; messages@sweethomecommunityfoundation.org; shpd@ci.sweet-home.or.us; greg.taylor@usace.army.mil; lena.l.tucker@state.or.us; wtucker@co.linn.or.us; boulay@uoregon.edu; jvelez@fs.fes.us; linwakefield@juno.com; mayor@ci.brownsville.or.us; wattersr@pdx.edu; Kendal.j.weeks@state.or.us; michaelwilliams@rosboro.com; wright.pamela@deq.state.or.us; wyounger@ci.sweet-home.or.us; francis@cascwild.org

Subject: Cool Soda Culvert Replacements

To Whom It May Concern,

The Sweet Home Ranger District will be preparing an Decision Memo for Cool Soda Culvert Replacements project located 30 miles east of Sweet Home on National Forest Roads 2027-000, 2041-000, 2043-000, 2043-320, 2043-328, 2043-330, 2043-333, 2043-410, 2043-411, 2043-360, and 2043-402.

The purpose of this project is to replace culverts that are at or near the end of their life. Many are failing or will soon fail and there is a great need to replace the culverts to protect the road stability and restore the hydraulic functionality of the watershed.

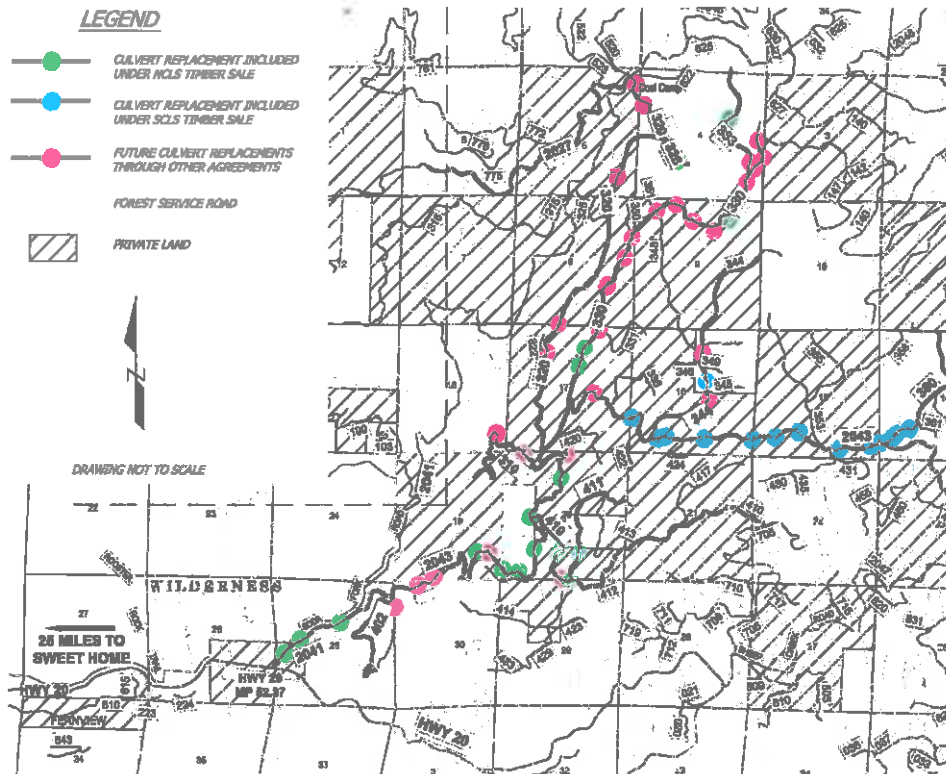
There are a total of 66 proposed culvert replacements on National Forest Service Roads 2027-000, 2041-000, 2043-000, 2043-320, 2043-328, 2043-330, 2043-333, 2043-410, 2043-411, 2043-360 and 2043-402.

After analysis, 35 of these culverts have been found to have no effect on fish habitat and are to be replaced through the North Cool Soda (NCLS) Timber Sale Specified Roads package and the South Cool Soda (SCLS) Timber Sale Specified Roads package. The remaining 31 of the replacements would result in a not likely (NLAA) or likely to adversely affect fish habitat (LAA). Some of the culverts may not be replaced through the timber sale specified roads packages but could be done through other agreements or contracts in the future.

The main activities would include excavation and disposal of the existing culverts and replacing with a new, installed culvert; including acceptable, compacted fill material. Placing culvert outlet riprap may be necessary. Small tree removal as well as shaping outlet, inlets and catch basins may also occur depending on the existing culvert condition. Disturbed areas will be seeded with local native grass seed. Each road will be placed back within standards acceptable for haul. See the table and map below for exact locations.

NCLS Replacements	SCLS Replacements	Future Replacements through Other agreements	
2027-000	2043-410	2041-000	2043-330
<i>18+50</i>	<i>24+30</i>	<i>26+90</i>	<i>41+10</i>
<i>21+50</i>	<i>27+60</i>		<i>59+50</i>
<i>29+90</i>	<i>49+90</i>	2043-000	<i>72+20</i>
		<i>40+90</i>	<i>79+00</i>
2041-000	2043-411	<i>55+30</i>	<i>86+50</i>
<i>5+30</i>	<i>13+85</i>	<i>103+70</i>	<i>90+80</i>
<i>18+40</i>		<i>178+10</i>	<i>109+90</i>
<i>41+24</i>	2043-000	<i>250+10</i>	<i>123+60</i>
	<i>284+40</i>		<i>143+80</i>
2043-000	<i>293+00</i>	2043-310	<i>147+75</i>
<i>100+20</i>	<i>307+00</i>	<i>17+30</i>	<i>151+90</i>
<i>112+90</i>	<i>368+70</i>	<i>32+30</i>	<i>156+40</i>
<i>114+70</i>	<i>377+60</i>		<i>159+00</i>
<i>131+50</i>			
<i>150+00</i>	<i>383+80</i>	2043-320	
<i>177+00</i>	<i>393+80</i>	<i>43+90</i>	2043-333
	<i>398+60</i>	<i>60+50</i>	<i>12+30</i>
2043-328	<i>402+50</i>	<i>116+00</i>	
<i>2+75</i>	<i>413+30</i>	<i>178+50</i>	2043-344
		<i>197+50</i>	<i>33+25</i>
2043-330	2043-344		<i>53+95</i>
<i>17+30</i>	<i>37+10</i>		
<i>24+50</i>			2043-402
<i>134+35</i>	2043-360		<i>3+20</i>
	<i>9+50</i>		
2043-333	<i>14+00</i>		2043-410
<i>36+30</i>	<i>20+20</i>		<i>47+20</i>

Note: Road numbers are in **Bold** and Stations (location on the road in feet) are *italicized*.



The proposed work has been reviewed by Forest Service resource specialists and there were no concerns to be noted. Work that will be done will be to a standard that has been identified, discussed and accepted to protect each of the forests resources.

The projects are anticipated to be implemented in this calendar year. Please provide any input or concerns you may have.



Danny Matthews
Santiam River Zone Engineering

Forest Service
Willamette National Forest

p: 541-367-3812

c: 541-510-0425

danielwmatthews@fs.fed.us

4431 Highway 20
Sweet Home, OR 97386

www.fs.fed.us



Caring for the land and serving people

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S. Scott McDowell

From: Matthew Hollander <matthew.a.hollander@gmail.com>
Sent: Thursday, April 07, 2016 3:56 PM
To: undisclosed-recipients:
Subject: Local entrepreneurs shine at Albany speed pitch competition

Contact

Matt Hollander, Oregon RAIN PR Coordinator, matthew.a.hollander@gmail.com, 541-225-7032

For Immediate Release

April 7, 2016

Local entrepreneurs shine at Albany speed pitch competition

Albany, Ore. — The Startup Albany initiative took another significant step toward creating a vibrant local entrepreneurial ecosystem. More than 40 people attended the Call of Interest Pubtalk at Deluxe Brewing on Tuesday evening, including five entrepreneurs who competed in a friendly speed pitch competition.

Cynthia Fischer of Albany was voted first place by the audience for her pitch of The Curriculum Projects, an eLearning platform that allows students to do their lessons in two languages at the same time.

Brad Wilson (Better Portable Toilets) and Corey Wright (Massif Games) — both of Albany — tied for second place. Patrick Manhattan (Theory Software) and Keith McWilliams (Electrobox) also delivered speed pitches.

The Pubtalk was sponsored by the Regional Accelerator and Innovation Network, or RAIN, the City of Albany, the Albany-Millersburg Economic Development Corp, the Albany Area Chamber of Commerce and the Small Business Development Center at Linn-Benton Community College.

"It was exciting to see how many people turned out for our first pub talk," said City of Albany Economic Development and Urban Renewal Director Kate Porsche. "A lot of great information was shared, and many entrepreneurs said that the speed pitches were interesting and helpful. Deluxe Brewing's cool industrial space fit the bill perfectly, and I loved the symmetry of hosting an event for entrepreneurs in this space, home to one of Albany's start-up success stories."

RAIN will host a startup seminar at Albany City Hall from 3:30 to 5 p.m. on May 5. Topics will include: "How to avoid common mistakes startups make," and "How to write a one-page business plan that impresses funders." For more information, including registration, visit: bit.ly/Albany_seminar1.

About Oregon RAIN

The Regional Accelerator & Innovation Network (RAIN) is an Oregon consortium of government, higher education, and the business community. RAIN was founded by the State of Oregon's Regional Solutions network and funded by the 77th Oregon State Legislative Assembly to advance the formation of high-growth innovative startup companies located in Lane, Linn, Benton, and Lincoln Counties.--

In coordination with the Cities of Corvallis and Eugene, as well as communities throughout the region, RAIN is partnered with two accelerators to create a collaborative environment to assist entrepreneurs in establishing viable companies that generate jobs, wealth and opportunities for the region. RAIN Corvallis is served by the Oregon State University Advantage Accelerator. The RAIN Eugene Accelerator is a partnership between the University of Oregon and the Eugene Area Chamber of Commerce. For more information about RAIN, visit www.oregonrain.org.

###

S. Scott McDowell

From: Carolyn Van Dyke, CIS <cvandyke@cisoregon.org>
Sent: Wednesday, March 30, 2016 3:19 PM
To: Brownsville
Subject: CIS Benefits Announcement: Medical Plan Terminations



cis benefits
 cisbenefits.org

MEMBER UPDATES & ANNOUNCEMENTS

Medical Plan Terminations

You are receiving this email because you offer a Plan V option or the Kaiser Copay (HMO) to your employees. As you likely heard at either the CIS Annual Conference or read in the recent Quarterly Report, these plans will terminate on December 31, 2017. This e-mail provides additional details, and offers CIS Benefits staff assistance in transitioning to another plan for 2018.

The action to terminate these two plan series – the richest and most expensive of the plans CIS offers – was taken by the CIS Board to help members mitigate the impact of the Cadillac Tax and the 40% excise tax it imposes on plan costs that exceed a certain threshold. Although the effective date of the tax has been delayed from 2018 to 2020, it was likely that the premiums for most of these plans would have equaled or exceeded the threshold by 2018. Therefore,

QUESTIONS?

If you have any questions, please contact one of the Benefits Team members:

Heather Matthews
503-763-3826

John Dalen
503-763-3822

Lori Newsome
503-763-3855

Melinda Lund
503-763-3823

Carolyn Van Dyke

the delay only increased the potential that members would incur the 40% excise tax on amounts exceeding the thresholds (\$10,200 for single coverage; \$27,500 for family coverage).

503-763-3820

Collective bargaining is the other reason that action had to be taken now, as collective bargaining impacts the actual termination date of these plans. If a collective bargaining agreement with a termination date later than 12/31/17 was in place in January 2016, and that agreement requires continuation of Plan V and/or the Kaiser Copay plan, coverage can continue until the end of that agreement. For those starting negotiations in 2016 or later, those plans are not an option beyond 12/31/17 and a plan change must be negotiated. If you are currently in negotiations and this change creates a big challenge for you, please contact Carolyn Van Dyke to discuss options.

503-763-3800 800-922-2684

www.cisoregon.org

1212 Court St. NE, Salem, OR
97301

As replacements for these plans, CIS will be adding a new Kaiser Copay (HMO) plan for the 2017 plan year. We are currently working with Kaiser and will have details of the new plan by the end of April when we release the final rates for 2017. For the Regence options, we will be working with Regence and our consultants to develop new options for the 2018 plan year.

Please remember that these plan options continue through December 31, 2017. **You don't have to choose a new plan until you complete the Request for Coverage (RFC) for the 2018 plan year (July/August 2017).** By that time, you will have the new Kaiser and Regence options in addition to the current Copay and HDHP plan options to select.

As always, we encourage you to contact one of our benefit team members if you have any questions or want to schedule a meeting to discuss options. We've already helped many members successfully transition from Plan V to another lower-

cost CIS plan option, and look forward to assisting you as well.



Carolyn E. Van Dyke, CGBA | CIS Benefits Director
CIS | 1212 Court St. NE | Salem, OR 97301
p 503-763-3820 | 800-922-2684 x3820 | f 503-763-3920
www.cisoregon.org

CIS specializes in meeting the unique risk management and financing needs of local public entities.

S. Scott McDowell

From: Karl Jones <quebec100@msn.com>
Sent: Tuesday, April 05, 2016 12:56 PM
To: S. Scott McDowell
Subject: Re: Cascade Pacific Noise

Then property values will plummet which means damages result

Karl

Sent from my iPhone

> On Apr 5, 2016, at 8:13 AM, S. Scott McDowell <admin@ci.brownsville.or.us> wrote:

>

> Good Afternoon Karl,

>

> Yes. McFarland has done everything they are going to do. Yesterday
> and certain other days the noise is louder.

>

>

> S. Scott McDowell

> 255 N. Main Street

> P.O. Box 188

> Brownsville, OR 97327

> 541.466.5880

> admin@ci.brownsville.or.us

>

>

> -----Original Message-----

> From: Karl Jones [mailto:quebec100@msn.com]

> Sent: Monday, April 04, 2016 1:23 PM

> To: S. Scott McDowell <admin@ci.brownsville.or.us>

> Subject: Cascade Pacific Noise

>

> Has Cascade finished with their noise mitigation reduction at this juncture?

>

> Karl M Jones

>

> Sent from my iPhone

>

Local Government Law Group ^{PC}

a member of SPEER HOYT LLC

Carolyn H. Connelly
Christy K. Monson
Ross M. Williamson*
Lauren A. Sommers
Diana Moffat
J. Kenneth Jones, *Of Counsel**
Russell D. Poppe, *Of Counsel*
John A. Wolf, *Of Counsel*
*Admitted in Washington

Received
City of Brownsville

APR 21 2016

Clerk _____

April 13, 2016

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

Re: Attorney Hourly Rate Increase

Dear Scott:

As you likely know, we have not raised our hourly rates since July 2015. As is true of each of our municipal clients, our costs continue to increase. Because of these increases, it is necessary to raise our hourly rate for the City by \$3.00 (approximately 1.63%) for a new rate of \$187 per hour. This new rate will be effective July 1, 2016.

Rates for each project are shown on your billing statement. If, at any time, there is ever a question regarding billing, please promptly contact us. Billing issues should never interfere with a good attorney-client relationship. Additionally, if you feel there has been a miscommunication between our office and the City, please contact us immediately. We value our client relationships. Your recommendations on how we can improve our service to your City are always welcome.

We look forward to continuing to work with the City. Thank you for allowing us to be of service.

Sincerely yours,

LOCAL GOVERNMENT LAW GROUP, PC

Carolyn H. Connelly
chc@speerhojt.com

Christy K. Monson
christy@speerhojt.com

Ross M. Williamson
ross@speerhojt.com

Lauren Sommers
lauren@speerhojt.com

RMW:cad

F:\Clients\Muni\Brownsville, City of\General\General 2016\LTR - 2016 Fee Increase RMW\cad 041316.docx

MONTH END RECAP

	MARCH 2016		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 7,211.22	\$ 75,228.21	\$ 538,245.79	46.39%	\$ 700,278.21	1
2 WATER	\$ 25,229.07	\$ 23,863.71	\$ 515,022.20	50.56%	\$ 505,427.80	2
3 SEWER	\$ 28,274.94	\$ 20,985.84	\$ 162,884.40	35.59%	\$ 419,115.60	3
4 STREETS	\$ 11,593.52	\$ 11,033.22	\$ 127,298.11	26.02%	\$ 361,901.89	4
5 WATER BOND	\$ -	\$ -	\$ -	0.00%	\$ 77,678.00	5
6 SEWER BOND	\$ -	\$ -	\$ 332,072.00	83.51%	\$ 65,582.00	6
7 SEWER DEBT FEE	\$ 11,772.80	\$ -	\$ 98,271.93	78.62%	\$ -	7
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 436,500.00	8
9 WATER RESERVE	\$ -	\$ -	\$ -			9
10 HOUSING REHAB	\$ -	\$ -	\$ -			10
11 WATER SDC	\$ -	\$ -	\$ -			11
12 SEWER SDC	\$ -	\$ -	\$ -			12
13 STORMWATER SDC	\$ -	\$ -	\$ -			13
14 BIKEWAY/PATHS	\$ 66.57	\$ -	\$ -			14
15 LIBRARY TRUST	\$ -	\$ -	\$ -			15
16 CEMETERY	\$ 250.00	\$ -	\$ -			16
17 TRANSIENT ROOM TX	\$ -	\$ -	\$ -			17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -			18
19 LAND ACQUISITION	\$ -	\$ -	\$ -			19
20 COMMUNITY PROJECTS	\$ -	\$ 1,832.19	\$ 19,536.44	10.95%	\$ 158,863.56	20
	\$ 84,398.12	\$ 132,943.17				

KeyBank Accounts

General	\$ 32,817.03
Utility	\$ 19,950.00
Park	\$ 4,912.50
Court	\$ 3,171.10
Oregon State Treasury	\$ 4,125,015.42
Community Improvements	\$ 15,242.86

2015-2016 YTD % of Total
 Appropriated \$ 1,695,058.94 32.83%

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