



CITY OF BROWNSVILLE

Council Meeting

Tuesday – June 24th, 2014

Regular Session 7:00 p.m.

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Phases of the moon: 5:☉ 13:☽ 19:☽ 27:☉

Holidays and Observances: 15: Fathers' Day

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Phases of the moon: 5:☉ 12:☽ 18:☽ 28:☉

Holidays and Observances: * Independence Day

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Phases of the moon: 3:☉ 10:☽ 17:☽ 25:☉



CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, June 24th, 2014

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: May 27th, 2014
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Illegal Dumping & Universal Residential Garbage Service
 - B. George Frasier – Central Linn Rec Center Proposal
 - C. Budget FY 2014-2015 Hearing
 - D. Jeana Graham – Spaulding Way Closure Request
- 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.
- 9) LEGISLATIVE:
 - A. O 745: Universal Residential Service (*Tabled - Second Reading*)
 - B. O 746: Public Buildings Smoking Ban (*First Reading*)

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.



- C. R 2014.09: FY 2014-2015 Budget Appropriations
- D. R 2014.10: Water Rates Annual Adjustments
- E. R 2014.11: Sewer Rates Annual Adjustments
- F. R 2014.12: Year End Transfers FY 2013-2014
- G. R 2014.13: Zoning & Planning Fees Update

10) ACTION ITEMS:

- A. Library Rates Increase
- B. League of Oregon Cities Legislative Priorities
- C. Authorize Millhouse Sanitary Sewer Project
- D. Authorize Library Carpet Project
- E. Authorize McDowell's Second Term (*OPRD Grant Advisory*)
- F. Appointed Official Conduct

11) DISCUSSION ITEMS:

- A. Banking Update
- B. Medical Marijuana Committee Update
- C. Calapooia Food Alliance MOU
- D. Planning Improvements
- E. May 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

- Oregon Revised Statutes, Chapter 192.660 governs the conditions for a public body to convene in an Executive Session. The City will invoke 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 and also Section (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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.



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May 27th, 2014

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

PUBLIC: Kaye Fox, John Morrison, Sweet Home Sanitation's Josh Metcalf and Scott Johnson, Elizabeth Coleman, Jannea Deaver, Christine Harrison, Bill Mazurek, Rick Dominguez, Marlene Sloan, and Randy & Gayle Simpson.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: Mr. McDowell advised Council that he will add authorization for elections advertisements under Action Items.

MINUTES: Council reviewed the minutes of the April 22nd, 2014 meeting. *Councilor Cole moved to approve the minutes with one small correction. The motion was seconded by Councilor Van Sandt and was approved unanimously.* Council reviewed the minutes of the May 8th, 2014 budget committee meeting. *Councilor Gerber moved to approve the minutes as presented. The motion was seconded by Councilor Cole and was approved unanimously.*

PUBLIC HEARINGS OR PRESENTATIONS:

State Revenue Sharing Hearing – Mayor Don Ware opened the state revenue sharing hearing and called for public comment. No comment was made, the hearing was closed.

Budget Hearing – Mayor Don Ware opened the budget hearing and called for public comment. No comment was made, the hearing was closed.

DEPARTMENT REPORTS:

1. **Sheriff's Report.** Brad Kelley was present and reported that things are going well. The WCMF contracts are underway, with no major changes expected. The recent LCSO's levy passed, which the department is very excited about. They will be scheduling extra deputies for the upcoming parades. LCSO has a new deputy assigned to south county, Brandon Thurman. He is currently finishing up his training.
2. **Public Works.** Mr. Frink reported that the sanitary sewer deficiencies have all been corrected. The crew is mowing and weeding at the waste water treatment plant. The McFarland Cascade water line is complete, and the paving on Hwy 228 should be done on or about June 4th, 2014. Mr. Frink reported that we have new caretakers in the park, Lamont and Georgann Davis. He encouraged Council to stop down in the park and meet them. The drinking fountain at Kirk's Ferry Park should be installed after Pioneer Picnic. Councilor Boyanovsky inquired about the park erosion this year. Mr. Frink responded that it was fair, not too dramatic this year. Council complimented Mr. Frink on the condition of the cemetery for the Memorial Day festivities held there. It did appear that the portable toilet needed to be serviced.



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3. Administrator's Report. – *CLRA* – Mr. McDowell reported that he and Ms. Morrow attended a meeting with the Central Linn Recreation Association. They have requested help with some program administration, janitorial service, etc. There should be a proposal for Council to consider in June. *WCMF* – Mr. McDowell attended the latest Linn County Commissioner's hearing for the WCMF. Roger Nyquist ran a good, solid meeting. There was hope that the parties would enter into a contract for the 2015 & 2016 events. Instead, the Commissioners would like to debrief this year's event and hold the next hearing on September 24th, 2014 to plan for future events. *WAG & Festival of Tents* – Both event MOU's are out, with no major changes proposed. Council should have these back for approval at the June meeting. *Upcoming Elections* – Mr. McDowell reminded Council that there are four positions open for the upcoming election: Mayor Don Ware, Councilor Cole, Councilor Boyanovsky, and Councilor Shepherd's positions. He has heard of some interest from the community. There is information downstairs for anyone seeking re-election. *OPRD* – Mr. McDowell continues to serve on this Board. The annual meeting is scheduled for next week, in Salem. Mr. McDowell has not decided at this time whether he will serve for another four years or not. *Electronic Cigarettes* – Mr. McDowell informed Council of a situation in a public library (not ours) with a patron smoking an electronic cigarette in their facility. The City does not have a current ordinance to address this kind of issue, and Mr. McDowell wondered if Council would like to be proactive on this matter. *Councilor Gerber made a motion to revisit the City's smoking ordinance at the next meeting. Councilor Chambers seconded the motion, and it passed unanimously.* *Canal Company* – Mr. McDowell and Ms. Deaver attended a meeting with the Canal Company on May 12th, 2014. There seems to be some dissension between the Canal Company and a property owner. The City's stance is to be a neutral party. The City's position is more of a mediator position. A proposal was brought forth to hire a 3rd party, an engineering firm, to settle the current dispute. Another meeting may be forthcoming.
4. Library Report. Librarian Sherri Lemhouse was present. She sang a very nice ditty for Council highlighting library events, accomplishments, etc. She also reported that the RFQ for the library flooring project is ready, and will go out soon. Estimated completion date is fall of 2014. She also requested that Council approve the increase for out of town users from \$15 to \$20 which will be proposed formally at the next Council meeting.
5. Court Report. No comments.
6. Council Comments. No comments.
7. Citizen Comments. Randy Simpson reported to Council that he had received his official Marijuana Dispensary Licensure from the State of Oregon. He is waiting for Council to form a committee to revisit the moratorium. He said there are 90 dispensaries approved statewide.

LEGISLATIVE:

1. O 745: Universal Residential Service (Second Reading). *Councilor Gerber made a motion to read Ordinance 745 by title only. Councilor Cole seconded the motion and it passed unanimously.* Scott Johnson and Josh Metcalf from Sweet



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Home Sanitation were present to discuss implementing a universal residential service within the City of Brownsville. (From last meeting: Mr. Johnson stated that there are approximately 690 users, and Scott Johnson stated that they currently have about 500 customers. This new legislation will impact about 190 households within the City. Mr. Johnson stated that the least expensive service they offer is about \$11/month, which includes recycling and yard debris containers. He also stated that if people take their trash up to the transfer station the minimum fee is about \$20.) Councilor Cole asked if implementing this new universal service could affect rates. Mr. Johnson responded that the addition of universal service could stabilize rates dependent on disposal increases. Last February the rates increased 2 1/2%. Councilor Cole commented that the sense she gets from Mr. McDowell is that staff time to deal with nuisances is extensive. Mr. McDowell reported that in 2012 there were 20 trash complaints, and in 2013 there were 30 trash complaints. The new RV ordinance seems to be very effective. In 2012-13, we dealt with 36 RV complaints. With the policy shift, that number is down to one currently and that seems to be resolved for the time being. Mr. McDowell feels that some of the City's ordinances need to be updated to begin working in a more positive, systematic way. In day to day operations Staff tries to be proactive when dealing with complaints for Council's benefit. At the same time, Staff has a hard time enforcing law without clear rules. Councilor Cole asked how many hours Staff spends on nuisances/complaints a year. Mr. McDowell responded that this is hard to quantify, but at least 120-140 hours of staff time each year. Councilor Chambers agrees that the City should address this situation, but is uncomfortable with the thought of attaching trash service to the water bill, and potentially shutting off water if residents fail to comply with the universal service rule. Councilor Gerber expressed that she is in favor of universal service, and that she thinks it is reasonable in City limits. Councilor Van Sandt agrees with Councilor Gerber and states that Council needs to consider the needs of the community. Councilor Chambers stated that she thought \$11 per month is a hardship to some folks in our town. Councilor Cole stated that in her opinion, it doesn't make sense to haul your trash for at least \$20 each trip, when you can get a month's service for \$11, picked up at your residence. Mr. McDowell stated that there are other options; perhaps establish a 24-hour notice policy. This would incur a lot of Staff time as well as Public Works being involved to do clean up as needed. Billable hour rate is approximately \$400-\$500 per hour just to cover staff costs once equipment is included. *Councilor Gerber made a motion to pass O 745. Councilor Cole seconded the motion.* Discussion was called for. Councilor Shepherd stated that he had received a complaint from a resident that they were burning their trash. This ordinance may help that situation. Christine Harrison from the audience spoke. She stated that she believes that universal service would be a hardship for folks on unemployment or a fixed income. Some folks take their trash to their employer's workplace, what will happen to them? Councilor Boyanovsky suggested running an advertisement to get more community input before making a decision. Councilor Cole stated that she was not in favor of tying this service to the water service. *Councilor Cole made a motion to table O 745, put an ad in the paper, and revisit the issue in June. Councilor Boyanovsky*



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seconded the motion, and it passed unanimously with Mayor Don Ware abstaining.

2. R 2014.08: Electing to Receive State Revenue Sharing. *Councilor Van Sandt made a motion to approve R 2014.08 as presented. Councilor Gerber seconded the motion and it passed unanimously.*

ACTION ITEMS:

1. Authorize Weed Season Advertisement. *Councilor Cole authorized Staff to run an advertisement(s) regarding weed season. The motion was seconded by Councilor Chambers and it passed unanimously with Mayor Don Ware abstaining.*
2. Authorize Flower Arrangement – 729 N. Main Street. *Councilor Gerber made a motion to approve authorizing the owners of 729 N Main Street to use, beautify, and maintain the right-of-way along Main Street from Depot Avenue to Locust as long as proper maintenance, plant height limitations, etc. are observed. Councilor Van Sandt seconded the motion and it passed unanimously.*
3. Authorize Millhouse Sanitary Sewer Bid Advertisements. *Councilor Cole authorized Staff to run an advertisement regarding Millhouse Sanitary Sewer Bid. The motion was seconded by Councilor Chambers and it passed unanimously with Mayor Don Ware abstaining.*
4. Calapooia Food Alliance. *Mr. McDowell informed Council that the CFA has countered the City's proposal of \$50/mo. rent for the red shed with a \$10/mo. offer. Mr. McDowell reminded Council that the CFA has been using this building at no charge since 2008. Councilor Cole made a motion to agree to the counter offer of \$10. Councilor Gerber seconded the motion. Discussion was called for. Councilor Shepherd stated that he thought the offer of \$10 was ridiculous. For example, the Gleaners would likely be happy to pay \$50 for the space, and they feed more than 150 people every week. A vote was called for. The motion failed, with Councilor Cole voting yes, and all others voting no. Councilor Van Sandt made a motion to authorize Mr. McDowell to make a counteroffer of \$25/mo. for the space. Councilor Boyanovsky seconded the motion, and it passed with all voting for, with the exception of Councilor Cole voting against.*
5. Authorize Upcoming Elections Advertisement. *Councilor Cole authorized Staff to run an advertisement regarding upcoming Council elections. The motion was seconded by Councilor Boyanovsky and it passed unanimously with Mayor Don Ware abstaining.*

DISCUSSION ITEMS:

1. Acknowledge Tax Rolls. *Mr. McDowell reported that he will prepare the final budget document as well as the delinquent accounts list and present to Council at the next meeting.*



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2. Key Bank Update. Mr. McDowell reported that two banks have backed out of coming to town. A KeyBank Operated ATM will remain at the location. Bob Anderson, building owner, is continuing to pursue other options for acquiring a financial institution.

3. Mazurek Fence and Right of Way Infringements. Mr. McDowell presented a slide show highlighting zoning infringements, rules and regulations within the City. The current zoning regulations are having limited success. The City has inherited a lot of these issues due to poor policy, but McDowell feels like this is a good time to make some real, positive changes. The presentation showed RV's parked in the right-of-way, porches and accessory structures built in the right-of-way, fences built on the right-of-way or directly on property lines with inappropriate setbacks, etc. Mr. McDowell related a story about a situation that happened in California costing their City more than three times the amount that it should have due to these same kinds of right-of-way infringements. The City should consider dealing with these encroachments around town in a way that may include recording documents at the County level. Council could consider some funding at the next fiscal year. These recorded encroachments would state that if, for example, a porch or barn burnt down, the owners would not be allowed to rebuild in the right-of-way. These encroachments are only being allowed due to existing conditions. Mr. McDowell also stated that due to the current UGB there has been a lot of "infilling" within the City. A lot of this infilling has consisted of \$200,000 homes in \$100,000 neighborhoods. Many small lot sizes are not conducive to accommodating a \$200,000 home. By the time the large house is built, the yard left is miniscule. For resale purposes, this can make it difficult to find buyers as well. Councilor Cole asked if the Planning Commission could be tasked to make a recommendation to Council for these changes. Mr. McDowell responded that the Planning Commission is very ready for some positive changes and liked the direction Staff was heading on these and other issues, but that this legislation should come from Council, perhaps be reviewed by the Planning Commission, then put into Ordinance form. The slideshow also showed disparity in the weeds ordinance which could be addressed. *Councilor Cole made a motion to approve Staff to research and develop language dealing with accessory and right-of-way encroachments, fence and construction permits, etc. Councilor Shepherd seconded the motion, and it was approved unanimously.*

4. Water Line Project. Mr. McDowell reported to Council that the three projects (GR12, Averill, and Main Street water lines) scheduled for this next fiscal year will all be rolled together into one project to save money and will be bid out in probably January of 2015.

5. Sage Street and Voight Update. Mr. McDowell reported that progress on the Sage Street Vacation initiated by John Voight is at a standstill. He is trying to create a private access drive off of the public right-of-way. State law basically prohibits this from happening. Information has been given to John Voight, and some conversation with his attorney has happened but nothing has moved forward just yet in terms of a workable solution. This project will more than likely entail considerable expense on Mr. Voight's end.



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6. Senior Center Phone Update. The MOA with the Seniors has been executed. Century Link has been informed, and hopefully it will be off the billing in June, if not sooner.
7. Medical Marijuana Moratorium Committee. McDowell reported that he has been in contact with the City attorney regarding the medical marijuana moratorium. Council needs to decide which way they would like to proceed. Do they want to ban dispensaries entirely or only allow them in certain zones? If Council decided to only allow a dispensary in certain zones in the City, the situation turns into a land use issue which will need to go through the DLCDD and can take up to 4-6 months to properly process. Gail Simpson has informed Mr. McDowell that she as a cardholder can pass marijuana to another cardholder up to a certain level as long as money is not exchanged. She indicated that this has been happening at the downtown location. This seems to be in conflict with the intent of the moratorium that Council passed. Councilor Boyanovsky stated that he did not condone this behavior. Councilor Cole inquired as to the possibility of forming a committee to report back to Council on this issue? Council agreed to this committee formation and elected Mayor Don Ware to form said committee. All Councilors were willing to serve with the exception of Councilor Van Sandt. Mayor Don Ware appointed Councilor Cole and Councilor Gerber to the committee. Several community members will also be asked to serve.
8. April Financials. No questions or concerns.

CITIZEN COMMENT: Rick Dominguez, 403 Templeton, spoke in regards to universal service. He doesn't think this service should be tied to the water accounts. He is retired from the military and stated that we take care of ourselves within the City. Kaye Fox spoke in favor of the universal service throughout town. She has neighbors that burn their trash, and that is a real hazard to the whole neighborhood and town. There have been numerous complaints made to the fire department. Randy Simpson stated that what the CFA does for the community is worth more than \$25/mo. Jannea Deaver spoke on this issue. She stated that the City partners with various civic organizations throughout town, and they all pay for facilities/services rendered and they also do a great deal for our town.

COUNCIL COMMENTS: No additional comments.

EXECUTIVE SESSION: The Council adjourned to Executive Session at 9:12 p.m. pursuant to ORS 192.660 Section (e).

Mayor Ware & Council returned to Regular Session at 9:20 p.m.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The meeting was adjourned at 9:20 p.m.

City Administrator S. Scott McDowell Mayor Don Ware



City Administrator Report

June 24th, 2014

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

Reminder: I have added new section headings in an effort to assist you in preparing for the upcoming meeting. Please refer to the centered, bold sections for information contained under each of those headings. 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.



Expect people to be better than they are; it helps them to become better.
 But don't be disappointed when they are not; it helps them to keep trying."
 – Merry Browne, Writer

"I don't want everyone to like me; I should think less of myself if some people did."
 – Henry James, Writer

"A year from now you may wish you had started today."
 – Karen Lamb, Author

*There Is
 No Time
 Like The
 Present.*

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



Universal Residential Garbage Service Public Input - Mayor Ware will open the floor to anyone from the public wishing to discuss this ordinance. Staff will provide a quick explanation of the issue.

Central Linn Recreation Association Proposal – CLRA President George Frasier will be on hand to discuss a proposal that would use Staff to assist the Association in an organizational development effort to address operational concerns.

Budget Hearing FY 2014-2015 #2 – Mayor Ware will open the floor for anyone from the public wishing to speak about the budget as proposed by the Budget Committee.

Ordinance 745: Universal Residential Service (Second Reading) – Tabled from 05.27.14: Staff has had one notable conversation about the application of this type of measure. Marilyn Grimes, Rick Dominguez and Councilor Chambers shared their opposition to such a wide-scale approach to this concern. Their points are well taken. The City certainly does not want to create unnecessary expenditures for residents. On the other hand, we are responsible for proper sanitation within the City. Staff has seen a significant increase in the occurrences involving trash & refuse over the last two years. In 2012 we had twenty (20) instances of trash & refuse being a problem for neighborhoods. In 2013, we experienced over thirty (30) instances of trash & refuse being a problem in neighborhoods.



The City had great success instituting a permitting system for RV's. In 2011-2012, prior to legislation, the City had thirty-six (36) complaints about illegally used recreational vehicles that drew a host of concerns including illegal drugs and domestic violence including child abuse. After the policy change, the City has had 1 major problem that recently has seemed to resolve itself.

Perhaps Council considers a few other options instead of the proposed ordinance. Council could consider changing the laws regarding trash & refuse that would allow Staff to post the trash immediately with a twenty-four (24) notice and require the trash to be hauled away within that time frame. Council could also ban trash trailers from being located in the right-of-way as the residents who have trash trailers use them for hauling purposes. Council could also institute a number of other changes that would attempt at targeting residents to properly dispose of their trash & refuse.

The concerns I have for the later approach is the time element for Staff and the use of tax money. Granted, there is a time element now that we are trying to reduce in an effort to execute more efficiently but either approach will have Staff time involved and time for Sweet Home Sanitation making additional trips potentially. The wording of the ordinance would need to be specific enough to eradicate the trash & refuse in a timely manner. The City could craft something that allows Sweet Home Sanitation to remove the trash & refuse on the normal pickup day as an example. Everyone is paying for a few people who are not complying.

The bottom line is that sanitation is a major concern for the City. Council needs to take steps that will allow Staff to address the problem quickly and with the proper laws to support all actions.

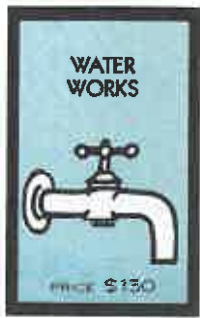
From 04.22.2014: The City initiated a conversation with Sweet Home Sanitation about universal residential garbage service because the City has been experiencing widespread private garbage problems. Josh Metcalf will be available for questions.

What is Council being asked to do?

- ⤴ Ask questions, discuss and make any changes.
- ⤴ Potentially table the ordinance for future discussion.
- ⤴ Execute the second reading of the ordinance.
- ⤴ Decide to investigate another option as presented above or develop something different.

O 746: Public Buildings Smoking Ban – Council requested Staff create an ordinance that would address smoking in public buildings to include electronic cigarettes.

R 2014.09: FY '14-'15 Budget Appropriations – Each year Council must pass three resolutions which the City has historically done as one resolution. The resolution adopts the upcoming fiscal year's budget, makes appropriations and imposes and categorizes taxes. Any changes to the budget at this point would require a special meeting of Council.



R 2014.10: Water Rate Increase – Each year Council must pass a water rate resolution. This resolution includes a 3% increase to the rates only along with a \$5 increase for the returned check charge. The Budget Committee and Council recommended a 3% increase in both the water and sewer utilities in order to guard against a huge rate increase in the future.

R 2014.11: Sewer Rate Increase – Each year Council must pass a sewer rate resolution. This resolution includes a 3% increase to the rates only along with a \$5 increase for the returned check charge.

R 2014.12: Year End Transfers – Each year Council passes a year end transfer resolution in order to properly account for transactions during the course of the past fiscal year. Staff has tried to do this in two resolutions but time did not allow for that this year. This will be placed on the desk the night of the meeting.

R 2014.13: Zoning & Planning Fees Update – Staff recently updated Resolution 386, which is also included in the packet for comparison purposes, this update incorporates the new fees associated with the construction permit and takes care of a lot of house-keeping issues for other items.



Library Rate Increase – The Library Advisory Board is recommending that the Non-Resident Library Card Fee be increased from \$15 - \$20 per year, beginning July 1, 2014. Patrons 60+ would continue to receive a 50% discount.

League of Oregon Cities Legislative Priorities – It that time of year when the League asks cities for input for what to spend time and resources on for the upcoming legislative session. Please review the information in the packet in case you have any suggestions. Typically, Council makes a motion that allows the City Administrator to complete the recommendations on behalf of the City.

Authorize Millhouse Sanitary Sewer Project Bid – This project is currently out for bid. Bids are due June 19th at 4:00 p.m. PST. Staff moved up the date as earlier reported to Council in order to take action at the June meeting. This provided the City with the ability to get the project started in early July 2014. Council will take action on accepting the bid if it meets proper requirements as verified by the City Engineer and Staff.

From 05.27.14: Staff is requesting Council authorize the bidding of the Millhouse sanitary sewer project. City Engineer Ryan Quigley is hoping to have the documents prepared by the end of May. The City would like to hold the bid opening for the week of July 14th through the 18th and have a recommendation to Council for the July 22nd meeting. The project could begin as early as August 4th with a finish date as late as October 31st.

OPRD Grant Advisory Committee Appointment – I have served on the Oregon Parks & Recreation Department's Grant Advisory Committee for the last four years. I represent municipalities under the population of 15,000. I am eligible to serve another term. Council would need to authorize this item. I will present more information at the meeting.



Appointed Official Conduct – Council should have a discussion about an editorial that was recently submitted to *The Times*. An individual who has served the City for a number of years on two different boards and committees made statements that were not true. The City encourages elected and appointed officials to discuss civic matters, but there is a responsibility to understand the issue and not publish false statements.

Banking Update – Property Owner Bob Anderson continue to make contacts with banking officials in order to showcase the Brownsville opportunity.

Medical Marijuana Committee Update – The Committee appointed by the Mayor consists of Councilors Cole & Gerber, Bob Anderson, Joe Ervin, Aimee Addison and Merritt Schilling. McDowell will serve on the Committee as well.



Calapooia Food Alliance MOU – The Calapooia Food Alliance forwarded a letter to which I responded, please see the letters in the packet. The Calapooia Food Alliance has agreed to \$25 and will pay the full amount at the beginning of the fiscal year. They are making arrangements to move their possessions into the space that was created for them on the east side of the Red Barn.

From 05.27.14: Calapooia Food Alliance President Don Lyons provided a counter offer for Council's consideration. The letter is enclosed in the packet for your review.

From 05.27.2013 meeting: I forwarded a draft agreement as directed by Council to Kathleen Swayze & Don Lyon current acting President.

From 03.25.2014 meeting: Kathleen Swayze and I have not had an opportunity to connect over the last few weeks. Public Works is close to finishing the wall. I hope to have some ideas to Council by April.



Planning Improvements – Staff has put together information for fences, accessory structures and a construction permit for Council's review.

Pending: Water Line Projects – *From 05.27.14:* Staff and the City Engineer would like to bid all three water line projects together in an effort to save money and get a better price. The three projects budgeted for FY 2014 – 2015 include the GR 12 development, the Main Street water line, and the Averill Street water line. Projects would go out for bid in early January 2015 and hopefully finish up by the end of the fiscal year.

Pending: John Voight & Sage Street – *From 05.27.14:* Staff spent considerable time and resources investigating possibilities for Mr. Voight to improve Sage Street. Mr. Voight's lawyer has contacted the City and discussed the issues involved in coming to an agreement as well. Currently, Staff is waiting to hear back from Mr. Voight's lawyer. Staff expressed several developmental concerns based on topography and state flood regulations. The City also has a concern about the future maintenance of the roadway and possible future implications for property owners.

Pending: Central Linn School Meetings – No new news.



Pending: The Festival & the Linn County Commissioner's Office – From 05.27.14: Mayor Ware, Councilor Boyanovsky and I attended the latest hearing for the Bi-Mart Willamette Country Music Festival. Commissioner Nyquist ran a very good meeting though the result was not exactly what we had hoped. Basically, the commissioners continued the hearing for September 24, 2014 at 10 a.m. in the Courthouse. The public record will be left open until that time and the traffic plan for the current event will be reviewed to determine if any additional attendees will be allowed or if additional changes to the traffic plan will be necessary.

Complete: OLCC License Renewals – From 05.27.14: The City forwarded the annual letter to the State regarding all of license holders in Brownsville. A copy of the letter is on file at City Hall.

Complete: Linn County Pioneer Picnic Letter – From 05.27.14: The City forwarded the annual letter as approved by Park Board and Council to the Association. The notice for the Dam Run event closure was also included. Staff let Joe Ervin noted the coordination of the closure needs to happen with volunteers from the Picnic. Mr. Ervin will also be pulling power from the back of the Library the day of the run. Librarian Sherri Lemhouse has been notified.

Complete: Chamber Swap Meet Addendum – From 05.27.14: Staff is waiting to finalize signatures for this addendum. Everything seems to be in order.

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

Fortunately, most situations that have been developed over the last few weeks are included.

STATUS UPDATES – Projects, proposals and actions taken by Council

Complete: Jeffery SDC Agreement – The agreement has been executed and forwarded to Linn County for recording purposes.

From 05.27.14: Staff sent the agreement on March 30th, 2014. The City has received no word to date.

Unsafe Structures – From 05.27.14: Staff met with the property owner of the unsafe structure on Calapooia Avenue. Staff is working on finding someone to work with the property owner to remove the structure. Good progress is being made.

Sheriff Riley & Donnie Nealon – Staff forwarded a letter to the Sheriff's Office regarding routing of citations for Gail Erickson, Tim McBride and Jeb DeZurney.

From 04.22.2014 meeting: Captain Guilford indicated that he has spoken with both parties involved in the Pearl Street saga. He has also made all of the deputies aware of the arrangement for the two properties explaining the ¼ interest of Nealon & the City.

From 03.27.2014: Mr. Nealon and I met with Sheriff Riley and Patrol Captain Kevin Guilford to discuss the ongoing issues along the easement known as 'Pearl Street.'



City-Wide Clean Up – Is set for October 4th, 2014. The event will be depot style as it has been for the last two years. It will be held behind City Hall in the parking lot of the Rec Center.

Pending: Sweet Home Sanitation Residential Service Requirement – Council is currently considering an ordinance and/or a new policy.

Active: McFarland Cascade Update – McFarland is actively working on installing water and sanitary sewer along OR 228. City Engineer Jon Erwin is providing inspection services for the City. Pacific Excavating is the contractor doing the work.

Active: Economic Development Process – Council will continue to work on these issues.

From 05.27.14: Staff had an opportunity to explain some of the finer points of Urban Growth Boundary expansions and history and the State of Oregon at the last Chamber of Commerce meeting. Hopefully, this will lead to better understanding of the requirements that must be met for such a procedure.

Active: Main Street Water Line Estimate – *From 05.27.14:* The costs have been budgeted for FY 2014-2015.

Active: City Hall Restoration – Mr. Swartzendruber and Public Works made significant progress on Phase I of the City Hall project. Seating is due after Pioneer Picnic due to a delay in obtaining the bricks.

From 05.27.14: Mr. Swartzendruber has been awarded the contract for assisting Public Works in completing Phase I of the City Hall Project.

From 03.25.2014: Council approved the Phase I plan at the last Council meeting. Staff is in the process of obtaining quotes.

From 01.29.2014: I will share a conceptual design from Duane Knox at the meeting.

From 11.26.2013 meeting: Public Works Superintendent Karl Frink and I have developed specifications for the work in front of City Hall. The City will be contacting a few contractors to review the project. The City would like the project to be completed by the middle of June. Council may recall this has been discussed at several past meeting and during the Budget Committee meetings and with the Brownsville Art Association when their agreement was renewed. The City will be redoing the concrete in front of the building, adding grass, adding seating underneath the existing tree, street parking, irrigation and drainage among some of the components.



Impending Election – Councilor Cole has decided to "throw her hat in the ring" for a re-election bid in November! *The Times* printed the first election advertisement. So far interest has included all of the incumbent Councilors and Mayor to run for re-election. The City is aware of interest from Kaye Fox, Marilyn Grimes and Thane Ashcraft.

From 05.27.14: Staff has been briefed about election procedures for the November election. McDowell has forwarded filing dates to candidates who have expressed interest. Candidates are eligible to file



beginning June 4th, 2014 through August 26th, 2014. Candidates interested should visit City Hall for more information. The City will be required to execute to public notices, 1) to announce the positions, and 2) to announce the election.

Pending: Recreational Vehicles & Travel/Storage Trailers – 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.

From 04.22.2014 meeting: Councilor Gerber indicated that she felt it best to collect all of these items for discussion at the retreat. I have listed the items below:

Planning Pieces

- ▶ Construction Permit
- ▶ Well Policy
- ▶ RV Teeth & Process Defined
- ▶ Nuisance Abatement Timeline (Season)
- ▶ Business Registration Program
- ▶ Civil Standards
- ▶ Zoning Code Revisions & Update



From 01.29.2014 meeting: I would like to collect input from Council on a few challenges Staff has experienced this Summer with the execution of the City's new policy. I would also like some thoughts around trailers and rear ends of old pickup trucks being stored on the right-of-way. The City should consider standardized procedures to properly handle situations when owners decide to take no action.

Pending: Historic Registry & Downtown Buildings Update – The City has not heard any movement around this issue from the Chamber. Historic Review Board did place an article in the recent City Newsletter.

From 01.29.2014 meeting: Kuri Gill & Ian Johnson from the State Historic Preservation Office (SHPO) gave a very informative presentation to many members of the Chamber earlier this month. I have enclosed the minutes for your review. I will also expound on some of the details. Councilor Cole and Joni Nelson are hoping to work through the Chamber to do a follow-up on the formation of an historic district. I have received a few calls from property owners who are very concerned about the possible implications.

From previous reports: Mrs. Joni Nelson and I had a conversation about this topic on November 1st, 2013. Joni wants this to be a grass roots effort through the Chamber of Commerce. She told me that she does not want to come to Council. She indicated that she has talked with Sharon McCoy, John Morrison and Aimee Addison who all support the idea. I asked her if she has talked to Victor Carlson, Steve LaCoste, Joe Ervin, Joe DeZurney, Bob Anderson, Kelly Corbett and Al Cieri who actually own most of the buildings as was discussed at Council meeting. She said that she has not just yet, but is preparing to have a representative of the State come to the January Chamber of Commerce meeting to discuss the program and the process. Joni wants everyone to understand the benefits of adopting such a program which could include additional signage on I-5.



Active: System Development Charges & Request for Proposals – I am in the process of collecting proposals for this project.

From 12.17.2013 meeting: Council is being asked to authorize the City Administrator to begin exploring firms who would re-tool the City's System Development Charge system and structure.

Active: GR-12 Update – *From 05.27.14:* The costs, as approved by Council at last meeting, have been budgeted for FY 2014-2015.

Pending: Water Rights – *From 12.17.2013:* The City has received a few notices about updating two of the City's water rights. Jon Erwin is currently investigating the next steps. The City may also be using Schroeder Law, Portland, with any technical, legal issues.

Complete: Unsafe Structures (Pine Street) – Finished!

From a past meeting: Administrative Assistant Tammi Morrow and I met with Diana Young at her property to discuss the two structures at her rental property at 1104 Pine Street. Mrs. Young explained that they (husband) were planning on demolishing the larger structure and repairing the smaller structure. Our goal was to seek a plan instead of going through the formal process as outlined in the Brownsville Municipal Code. We have asked Mrs. Young for a plan and a timeline for the repairs. We will continue to try to work cooperatively with Mr. & Mrs. Young.

Active: Mortuary Board Report & Audit – Staff is working on findings that apply to the City as determined by the audit.

From previous reports: Jannea Deaver and I finalized this report before the end of the year. The City received information from the Board about providing information for an audit of the cemetery. Staff is currently working on the necessary documentation and information request.

Active: CIS & the Affordable Care Act – *From 10.29.2013:* Mayor Ware, Councilor Van Sandt, Administrative Assistant Elizabeth Coleman and I attended/hosted the League of Oregon Cities Region III meeting at Kirk's Ferry earlier this month. CIS Executive Director Lynn McNamara was the guest speaker discussing the impacts of the Affordable Care Act on small municipalities. Mrs. McNamara's message was vastly different than the one received two months ago at a CIS training in Lincoln City. I have attached the handout from the meeting for your review and will continue to keep Council abreast of the changes and requirements. Soon I will be asking Council to make a few policy changes in an effort to keep everyone on the City's traditional plan. Council may decide to change that policy later, however until we can fully determine the impacts of the necessary changes this decision will be in the best interest of all employees.



Active: Visit Linn Coalition (VLC) Update – After five years of trying, Staff met with officials from the Oregon Jamboree and the Willamette Country Music Festival to discuss possibilities of working together and moving toward some kind of understanding. Chamber President John Morrison and Ford Foundation's Jo Ann McQueary were also at the meeting as partners.



From 05.27.14: The Festival, the Jamboree and Bi-Mart are working with the Coalition to develop an annual promotion for Linn County. Bi-Mart has made a huge commitment to Linn County. I will provide an oral update.

From last meeting: I have been busy coordinating contest efforts for promotion of the Trails to Linn website. The Oregon Jamboree and the Bi-Mart Willamette Country Music Festival are putting on promotions on their website in an effort to drive traffic to the Trails to Linn website. It has been great to watch the two work together for a common goal.

Pending: Canal Company Update – Several things have transpired that I will report at Council meeting.

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.

From 04.22.2014: Councilor Cole will provide a brief update.

From last meeting: The City will be meeting with Canal Company leadership later this year to determine a plan for action.

From last meeting: The annual meeting of the Brownsville Canal Company happened on May 6th, 2013. I will have an oral report for Council.

From a past meeting: Canal Company Leadership is still working on legal representation, official tax status and setting a date for their annual meeting.

From a past meeting: As reported at last Council meeting, Canal Company Attorney Deb Dyson has stepped down as their attorney citing a change in her law practice. I am still waiting to hear from the Canal Company to determine who their new attorney will be and if they have remedied the issue regarding their IRS status.

PAST MEETINGS – Memory Information

Water System & Wells Policy – Council will be asked to develop policy around this issue at a later date. Staff is still attempting to gather information and determine all of the possible courses of action for Council's consideration.

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.

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 the 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.

From a past meeting: The Council recently reported that they have enough money for a sign in Pioneer Park. If the City is willing to install the sign, they are willing to have it constructed. The City should be receiving a proof of what the sign looks like in the near future.

WNHS Update – *From 05.27.14:* Administrative Assistant Jannea Deaver will be attending some of these meetings with any future. Currently the board is considering language and rules for manufactured housing.

From past meetings: The Board recently passed a few changes to enable WNHS greater flexibility in helping clients. The City also features their information downstairs in the foyer and on the website. The group is asking Linn County to be the sponsor of the new grant application. I've enclosed some information for your review from the meeting last week. They would like to get the word out on a few



programs that will help stave off foreclosures. Please refer citizens to the following websites for more information:

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

Several things are being discussed that will affect the future financial well-being of WNHS and the partnership with LCHRP (Linn County Housing Rehabilitation Program.) WNHS provides many home rehabilitation services and counseling for those in need.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "Sm".

S. Scott McDowell



Public Works Report June 24th, 2014

Karl Frink, Public Works Superintendent

Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the months of June.
- *Distribution System* – Two water leaks this month, both were broken water meters.
- *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* –All of the parts needed to replace the infiltration gallery pumps have arrived. We will be installing the new pumps in the next few weeks.
- *Misc.*- The supply line from the soda ash tank to pump failed and has been replaced.

Sewer:

- *North Lagoons* – This facility has been mowed and will soon be sprayed for weeds.
- *South Lagoons*- This facility has been partially mowed, and sprayed. The work at this facility will resume following Pioneer Picnic Days.
- *Collection System*- No sewer problems this month!
- *Misc.*- The highway patch work is complete. The Millrace pump station was started up on June 11th.

Streets:

- *Mowing/Tree Maintenance* – Trees are trimmed on an as-needed basis. All of the tree wells and flower beds have been weeded, cleaned and new bark mulch applied.
- *Asphalt/ Gravel Road Maintenance* – Gravel street maintenance will begin the last week of June in preparation for dust control to be applied.
- *Storm Drainage* – Public Works has begun weed trimming and clearing ditches and right-of way grass around town.
- *Misc.*- Nothing to report this month.

Parks:

- *Pioneer Park* –The Park is mowed weekly and facilities cleaned daily. The park has been sprayed for weeds, weeds trimmed, facilities and grounds cleaned in preparation for Pioneer Picnic.
- *Blakely Park* – Mowing at this facility has begun. Sue Karo has volunteered to water and mow this park for us this year.
- *Kirk's Ferry Park* – The drinking fountain for this facility has arrived and will be installed soon. Mowing at this facility has begun.

Cemetery:

- *Grounds* – This facility has been mowed and trimmed this month.

Library:

- *Grounds*- The flower beds have been weeded, cleaned and new bark mulch applied.
- *Buildings*- Nothing to report this month

Downtown

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

City Hall:

- *Buildings*- Nothing to report at this time.
- *Grounds* – The grounds are mowed weekly and areas trimmed as needed. The landscape project in front of City Hall is under construction.
- *Community Center*- Nothing to report this month.

Rec. Center:

- *Grounds*- Mowing has begun at this facility. The weeds have been sprayed at this facility.
- *Buildings*- Nothing to report this month.

Public Works:

- *Grounds*- Mowing has begun 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 public works computer failed due to corrupt hardware. The files from the hard drive have been recovered and are in the process of reorganizing for easy access.



LINN COUNTY SHERIFF'S OFFICE

Bruce W. Riley, Sheriff

1115 S.E. Jackson Street

Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

2014

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

FOR THE MONTH OF:

May

TRAFFIC CITATIONS: -----	4
TRAFFIC WARNINGS: -----	4
TRAFFIC CRASHES: -----	1
ADULTS CITED / VIOLATIONS: -----	0
ADULTS ARRESTED: -----	6
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	1
COMPLAINTS/INCIDENTS INVESTIGATED: -----	47
TOTAL HOURS SPENT IN:	
BROWNSVILLE	227

70 PERCENT COVERAGE OF TWO DEPUTIES PER MONTH= 202 HOURS

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

By: Sgt. Brad Kelley

PATRL_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	STREET #	ADDRESS	CITY	DESCRIPTION
141510349	5/31/14	22:32:01	SUSP-VEHICLE	500	LOUCKS WY	Brownsville	No Additional Report Necessary
141510275	5/31/14	18:17:03	Trf Seatbelt	100	SPAULDING AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
141510019	5/31/14	0:55:19	SUSP-PERSON	298 S	MAIN ST	Brownsville	MDT Narrative Update
141490416	5/29/14	21:30:32	TRESPASS	511	WASHBURN ST	Brownsville	No Additional Report Necessary
141480150	5/28/14	10:42:04	WELF CHECK	217	KIRK AV	Brownsville	No Additional Report Necessary
141480141	5/28/14	10:24:29	SUSP-VEHICLE	100 E	HWY 228	Brownsville	No Additional Report Necessary
141470333	5/27/14	16:21:39	TRESPASS	27200	HUME ST	Brownsville	MDT Narrative Update
141470127	5/27/14	9:18:07	WELF CHECK	137	SPAULDING WY	Brownsville	No Additional Report Necessary
141470085	5/27/14	7:17:29	Trf Aggressive Driver	100	WALNUT AV	Brownsville	CITE ISSUED - SPEEDING VIOLATION
141470080	5/27/14	6:50:18	Trf Speed Viol	299 S	MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
141450098	5/25/14	8:19:35	DOG COMPLAINT	1121	PINE ST	Brownsville	CAD Report
141440115	5/24/14	9:01:23	SUSP-PERSON	27910	SEVEN MILE LN	Brownsville	No Additional Report Necessary
141430123	5/23/14	10:34:26	IDENTITY THEFT	500	LOUCKS WY	Brownsville	Incident Report
141420369	5/22/14	21:12:00	Trf Moving Viol	200	KIRK AV	Brownsville	WARNING - MOVING VIOLATION
141420359	5/22/14	20:52:34	Trf Observe Susp Activity	220 S	MAIN ST	Brownsville	CITE ISSUED - DWS/NO ODL
141420115	5/22/14	10:06:22	WELF CHECK	217	KIRK AV	Brownsville	No Additional Report Necessary
141420095	5/22/14	9:23:44	EMERGENCY MESSAGE	903	ASH ST	Brownsville	MDT Narrative Update
141410359	5/21/14	19:14:52	JUV-COMPLAINT	200	PARK AV	Brownsville	No Additional Report Necessary
141410078	5/21/14	6:29:00	COURT SECURITY	255 N	MAIN ST	Brownsville	No Additional Report Necessary
141400495	5/20/14	22:21:52	JUV-COMPLAINT	1001	KIRK AV	Brownsville	No Additional Report Necessary
141370324	5/17/14	19:21:30	DOG COMPLAINT	200	PARK AV	Brownsville	No Additional Report Necessary
141370289	5/17/14	17:53:39	FIRE ARMS COMPL	234	GALBRAITH ST	Brownsville	CAD Report
141370006	5/17/14	0:14:36	INFORMATION REQUEST	200	PARK AV	Brownsville	No Additional Report Necessary
141370001	5/17/14	0:03:24	SUSP-PERSON	300	DEPOT AV	Brownsville	MDT Narrative Update
141360317	5/16/14	17:24:44	TRAFF-DUII	200	PARK AV	Brownsville	MDT Narrative Update
141360286	5/16/14	15:56:09	DOG COMPLAINT	255 N	MAIN ST	Brownsville	No Additional Report Necessary
141360162	5/16/14	11:25:22	WELF CHECK	529	ROBE ST	Brownsville	No Additional Report Necessary
141350436	5/15/14	23:47:54	DISTB-NOISE	149	SPAULDING WY	Brownsville	No Additional Report Necessary
141350162	5/15/14	11:22:52	FRAUD	747	TEMPLETON ST	Brownsville	No Additional Report Necessary
141350121	5/15/14	9:23:44	THEFT-RPT	529	ROBE ST	Brownsville	Incident Report
141340389	5/14/14	19:57:07	Trf Observe Susp Activity	220 S	MAIN ST	Brownsville	WARNING - MOVING VIOLATION
141340310	5/14/14	16:25:49	DISTB-OTHER	200 N	MAIN ST	Brownsville	No Additional Report Necessary
141340198	5/14/14	12:41:56	WELF CHECK	704	OAK ST	Brownsville	No Additional Report Necessary
141330315	5/13/14	17:24:23	WELF CHECK	217	KIRK AV	Brownsville	No Additional Report Necessary
141320324	5/12/14	18:12:33	NARCOTICS OFF	300	WASHBURN ST	Brownsville	Incident Report
141320320	5/12/14	18:02:37	WARRANT SERV	300	WASHBURN ST	Brownsville	No Additional Report Necessary
141310229	5/11/14	16:04:41	INFORMATION REQUEST	500	FISHER ST	Brownsville	No Additional Report Necessary
141310177	5/11/14	13:42:07	JUV-RUNAWAY RPT	108 E	BLAKELY AV	Brownsville	Incident Report
141310128	5/11/14	11:26:06	WELF CHECK	200	KIRK AV	Brownsville	No Additional Report Necessary
141290230	5/09/14	16:32:09	MVC-NON INJURY	100 S	MAIN ST	Brownsville	Incident Report
141280106	5/08/14	9:41:44	FRAUD	903	ASH ST	Brownsville	No Additional Report Necessary
141270416	5/07/14	23:32:10	WELF CHECK	112	HOLLOWAY HTS	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	STREET ##	ADDRESS	CITY	DESCRIPTION
141270164	5/07/14	11:46:51	HARASSMENT RPT	500	LOUCKS WY	Brownsville	No Additional Report Necessary
141250301	5/05/14	18:19:25	WELF CHECK	112	HOLLOWAY HTS	Brownsville	Incident Report
141250106	5/05/14	9:59:11	SECURITY CHECK	925	OAK ST	Brownsville	No Additional Report Necessary
141240286	5/04/14	21:55:01	DISTB-DOMESTIC	916	OAK ST	Brownsville	No Additional Report Necessary
141240118	5/04/14	9:45:16	JUV-COMPLAINT	528	KIRK AV	Brownsville	No Additional Report Necessary
141240019	5/04/14	1:03:45	Trf Aggressive Driver	299 S	MAIN ST	Brownsville	CITE ISSUED - AGRESSIVE DRIVER
141230259	5/03/14	17:27:39	Trf Citz Compl	221 E	WASHINGTON ,	Brownsville	No Additional Report Necessary
141230255	5/03/14	17:11:44	SUSP-VEHICLE	200	PARK AV	Brownsville	No Additional Report Necessary
141230155	5/03/14	11:55:46	Trf Equipment Viol	100	WALNUT AV	Brownsville	WARNING - EQUIPMENT VIOLATION
141220396	5/02/14	22:15:53	Trf D U I I	200	ELM ST	Brownsville	Incident Report
141220090	5/02/14	8:34:08	CRIM MISCHIEF	723 N	MAIN ST	Brownsville	No Additional Report Necessary
141210380	5/01/14	21:21:11	ALARM - POLICE	279	TEMPLETON ST	Brownsville	No Additional Report Necessary
141210370	5/01/14	20:43:23	ALARM - POLICE	640	WASHBURN ST	Brownsville	No Additional Report Necessary



Library Advisory Board

Librarian's Report

May 2014

May has been busy with reminding patrons, volunteers and coworkers about the many programs and events happening at the Library in June. We consistently have two story times each week on Tuesday and Friday. Author S.M. Stirling will be visiting our Library on Friday, June 13 at 7 pm. He will be answering questions about his books, many of which are set in an area similar to the Willamette Valley and Brownsville. The Library will be closed the week of June 17 – 21. Ms. Thea and I will be holding a celebration Story Time at the Pioneer Picnic in honor of the Dolly Parton Imagination Library Program. This Story Time will be east of the Flower Show on Saturday, June 21 at 12:15. Summer Reading Program Registration begins June 24. Our first Summer Reading Program will be on Friday, July 11. Because our programs have grown, this year we are planning a children's program and a teen program. July 11 – August 15 the children's program will be from 11 – Noon and the Teen program will be from 1 – 2 pm. We are looking forward to lots of summer fun.

Here are a few facts about our library the month of May 2014. We have received 72 new books for the library. Volunteers donated 142 hours to our library. There were 1,181 materials checked out. 367 adult fiction books; 123 adult non-fiction books; 73 audio books; 297 children's books; 216 junior books; 29 junior reference books and 76 large print books.

Respectfully submitted,

Sherrí Lemhouse
Librarian

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR THE MONTH OF MAY 2014**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	35	2	1	36	
Violations	27	7	10	24	
Contempt/Other	36	3	2	37	
TOTALS	98	12	13	97	

BALANCE SHEET FOR THE MONTH OF MAY 2014

Court Revenue

Total Deposits +	\$ 1,530.00
Total Bail Forfeits +	\$ 435.00
Total Bail/Bank Fees -	\$ -
Total Bail Held -	\$ -
* Total Refund/Rest -	\$ -
Total NSF's -	\$ -

Court Payments

City	\$ 1,402.00
Restitution	\$ 50.00
State Share	\$ 465.00
Linn County	\$ 48.00
State Misc.	\$ -
DUII Surcharge	\$ -

TOTAL COURT REVENUE

\$ 1,965.00

TOTAL COURT PAYMENTS

\$1,965.00

Credit given for Community Service \$ -

Other Credit Allowed Against Fines \$ -

TOTAL NON-REVENUE CREDIT ALLOWED \$ -

TOTAL CASH PAYMENTS TO:

CITY	\$ 1,402.00
STATE	\$ 465.00
COUNTY	\$ 48.00
*REFUND/RESTITUTION	\$ 50.00

ACCOUNTS RECEIVABLE:

BEGINNING	\$ 2,745.89
ENDING	\$ 2,442.59



2013-2014 Council Goals

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 to a new, participatory approach throughout the community.

What do we want for Brownsville?

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

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

GOALS

Securing Water & Water Rights

- 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.
 - Council is determining the quality of the water.
 - Council is developing cost estimates for the most viable options.
 - Council is exploring the Federal & State requirements for this water source.



2013-2014 Council Goals

Where are we now?

- GR 12 is a viable source.*
- Erwin Consulting developed cost estimates for two approaches.*
- Council authorized one cost estimate to be included in the FY2014-2015 Budget.*
- Determine Federal & State implications.*
- **Exploring Additional Resources**
 - Options include exploring the procurement of upstream water rights and other possibilities that exist in other areas of Brownsville.

Where are we now?

- Continue to monitor additional opportunities.*

Economic Development Plan

- The two chief focuses of Economic Development is 1) retaining existing business and 2) attracting new business.
- **Land Purchase**
 - Council is researching legal requirements for purchasing & selling land.
 - Council is examining the implications of purchasing land.
 - Council is considering possible civil engineering needs.

Where are we now?

- City Attorney Ross Williamson explained that cities do not have the authority under State law to sell land directly to one party. The land must be put out for public auction.*
- Council learned of a new imminent Federal law (Biggert Waters Act) that would make development impossible within a certain distance of a water source that has been identified as hosting endangered species.*
- Council will not spend money on civil engineering costs surrounding a development. Council may cost share in development once it begins depending the service coverage for the general public and future implications.*
- Council has forged a solid working relationship with McFarland Cascade which could lead to future development opportunities for Brownsville.*
- **Community Amenities**
 - Council would like to encourage and facilitate a Senior Living Facility to be developed in Brownsville.
 - Council would like to encourage and facilitate Youth Activities by continuing to work in partnership with the Central Linn Recreation



2013-2014 Council Goals

Association and by fostering a better partnership with the Central Linn School District.

Where are we now?

- ☑ *Mayor Ware began discussions as "Citizen Ware" to develop the idea of a Senior Living Facility. Staff provided background research and cost estimates.*
- ☑ *Council instructed Mayor Ware to be careful not to implicate Council or City involvement. The investment should be from the private sector.*
- ☑ *The Rec Center is working on several initiatives for funding.*
- ☑ *Council & CLRA continue to work closely on events and Park uses.*
- ☑ *Council & CLRA approved an updated agreement.*
- ☑ *Council discussed the implications of purchasing property on behalf of the Central Linn School District.*
- ☑ *Staff has been working with CLSD & the City of Halsey on possible locations and facilities for the District.*

Community Development Plan

- **Adopting a Brownsville Development Plan**
 - Council is actively auditing City zoning rules and requirements.
 - Council is implementing new policies regarding issues including, but not limited to, mixed-use options, garage sales, recreational vehicles use, zoning permits and other administrative processes.
 - Council is reviewing requirements toward adopting a comprehensive model for proper growth and development.
 - Council is developing Public Works standards.

Where are we now?

- ☑ *Administrative Assistant Elizabeth Coleman has re-developed many of the forms that haven't been updated since the late 1980's.*
- ☑ *Staff asked for policy changes in October 2013 but Council was not ready to make changes.*
- ☑ *Public Works Standards are with the City Engineer for review.*

▪ **Sidewalk Inventory**

- Council is actively working on developing a sidewalk program.
- Council will determine action steps once the inventory is complete.



2013-2014 Council Goals

Where are we now?

- An initial sidewalk inventory is complete.*

Capital Improvements Plan

- **Water Plant & Distribution**
 - Council has contracted for the repair of the Water Treatment Plant (WTP) computer system.

Where are we now?

- System is installed and running properly.*
 - Council has budgeted for a new emergency generator for the WTP.

Where are we now?

- Staff has not had time to complete this project.*
 - Council understands that the City is in need of a new 1.1 million gallon reservoir.

Where are we now?

- Part of future bond project.*
 - Council understands there are a few critical water lines that need to be replaced including the Main Street waterline.

Where are we now?

- Main Street line failed on December 13th, 2013. Council created a plan for temporary repair of the line that will be included in the FY 2014-2015 Budget.*
 - Council is currently repairing the Calapooia Crossing waterline this upcoming fiscal year.

Where are we now?

- Project is complete.*
 - **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.
 - Council is aware that the Millhouse line will be a priority in FY 2014-2015.

Where are we now?

- Staff has prepared plans for the construction of this project in FY 2014-2015.*
 - Council is conducting visual inspections of the collection system to determine priorities.
- **Kirk Avenue Improvements**
 - Council has determined that the first block of Kirk from Main Street to Averill Street will be fully reconstructed with sidewalks, curb and gutter



2013-2014 Council Goals

improvements. The remainder of Kirk Avenue will be a grind and overlay project.

Where are we now?

- ☑ *Linn County Road Master is including a route through Brownsville for the Bi-Mart Willamette Country Music Festival. Hopefully, this will help speed the process up for Linn County.*
- Council determined that Linn County will put the improvement on their capital improvements list which will hopefully be no later than FY 2014-2015.
- 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.

Staff & Organizational Development

- Titles Changes
 - City Hall Staff recently revamped job descriptions along with organizational responsibilities to better reflect duties.

Where are we now?

- ☑ *In process. CIS recently released the updated policy handbook. Staff hopes to have this to Council in October of 2014.*
- The goal is to cross-train all City Hall Staff in all responsibilities. Having job descriptions such as Utility Billing Clerk and Planner limit the scope of the employee which has historically caused job dissatisfaction and lack of cooperation toward executing proper cross-training.

Where are we now?

- ☑ *In process. Administrative Assistants have been working on many projects and increased Staff capacity and efficiency.*
- Council encourages Staff to continually develop their professional skills and capacities as employees.

Where are we now?

- ☑ *On going. Staff has attended training and the City Administrator is working toward a collective impact piece that will bring all employees up to speed with Council goals and objectives.*
- Council Development
 - Council recognizes the need for additional training & development. Council will continue to improve individually in their role as community leaders working together to accomplished shared organizational goals.

Where are we now?

- ☑ *To be determined.*
- Council will be working on a resolution that articulates the accountability of all officials both elected and appointed. Proper training and execution of responsibilities is vital for the overall health of the organization.



2013-2014 Council Goals

Where are we now?

- ☑ *Complete. Council passed Resolution 718.*

Emergency Preparedness Effort

- **Community Awareness & Education**
 - Council would like to execute several goals pertaining to on-going community education in the area of emergency preparedness.
 - Council would like to have an on-going partnership and dialogue with the Brownsville Rural Fire District and the Central Linn School District to assist getting the message to the extended community.

Where are we now?

- ☑ *Staff has not had time to begin this goal. Discussions have been held and some members have been identified.*

- **Agreements**
 - Council would like to execute agreements for specialized services and for designated mass gathering areas throughout the community.

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 understand the unrelenting nature of citizen complaints and how to effectively deal with emotional issues from the general public.
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



2013-2014 Council Goals

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 two of those models:

How are expectations set in City Government?

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

**Acceptable
Conduct**
vs.
**Unacceptable
Conduct**

THE PROCESS OF PROGRESS

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

Lexipol's 10 Families of Risk Model

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



2013-2014 Council Goals

Information added after April 19th, 2014 Council Retreat:

1. Proposed Policy Changes as they relate to current Council Goals:

Councilor Gerber said that it would be great to have holistic approach to these improvements instead of a fragmented, piece meal approach. So, we have them listed below for discussion:

- ▶ **ROW Infractions Policy:** Trailers, Boats, Porches and Irrigation Systems. Council discussed what this would like with some detail. Basically, history has not been kind to the City. How do we make things better now and in the future?
- ▶ **Nuisance Abatement Timelines:** Taking November & December, March through May off due to the holidays and budget season.
- ▶ **Construction Permits:** Making sure that Zoning laws are understood by the general public, carried out by applicants and properly enforced by City Officials.
- ▶ **Business Registration Process:** Council discussed the practical application of adopting this sort of process.
- ▶ **Zoning Code Review:** Staff review currently underway.
- ▶ **Civil Engineering Standards:** Staff review currently underway.

McDowell indicated that these can be brought to Council as a group, though it will be difficult due to all the parts and pieces that are required. Unfortunately, piecemeal may be the only real way to implement some of these policies. Staff will try to get these discussions on the agenda as early as July 2014.

2. Council Training & Development

- ▶ Continuing to Seek Opportunities
- ▶ Regular Attendance
- ▶ Come Prepared
- ▶ Be an Active Participant
- ▶ McDowell to provide a weekly recording to keep Councilor abreast of weekly developments



ORDINANCE NO. 745

AN ORDINANCE CREATING SECTION 8.35.300 – 8.35.350 OF TITLE 8, HEALTH AND SAFETY, OF THE MUNICIPAL CODE OF THE CITY OF BROWNSVILLE, OREGON;

The City of Brownsville does ordain as follows:

WHEREAS, Title 8 of the Brownsville Municipal Code (BMC), Chapter 835 defines Solid Waste Management, and;

WHEREAS, Council desires to require universal residential service for Brownsville;

NOW THEREFORE, the City of Brownsville ordains as follows:

8.35.300 – Universal Service: Responsibility for Payment.

The owner and/or occupant of any dwelling or other property shall subscribe to and pay for service rendered to, the dwelling or property. The franchisee and the owner may agree that the occupant will initially be responsible for payment for service, but such agreement shall not relieve the owner in the event of nonpayment.

8.35.305 – Minimum Level of Service.

Minimum level of service to any developed property is one manual pickup solid waste container per week, which container size shall be at least a 21-gallon cart, except as provided in Sections 8.35.340 and 8.35.345. In the case of multifamily dwellings, minimum service is one manual pickup solid waste container per dwelling, occupied or not, but the service may be containerized. Minimum service for other developed property is that necessary to prevent the accumulation or storage of solid waste so as to create a fire, safety or health hazard or public nuisance.

8.35.310 – Subscription to Service.

The owner or occupant of any property shall subscribe for service to such property occupant within seven days of occupancy. For purposes of universal garbage service, property shall be considered to be occupied if the property is hooked up to city water and sewer and is receiving water and sewer service.

8.35.315 – Service Billing.

The franchisee shall bill the property owner for all service provided to the property including service above required minimums. The owner and the franchisee may agree to have the occupant billed initially on non-owner occupied property.

8.35.320 – Payment: Notice.

The property owner, or the occupant under a special billing agreement in Section 8.35.315, shall pay within thirty days of the billing date. Notice shall briefly state the service provided, time period, charges and the remedies for nonpayment as provided in Section 8.35.325. If payment is not made within the required time, enforcement



proceedings in Section 8.35.325 may be instituted or the franchisee may use any other lawful process to collect the debt.

8.35.325 – Nonpayment: City Action.

In the event of nonpayment after notice in Section 8.35.320, the franchisee may terminate service and the City may, upon notice from the franchisee:

- A. Pay the franchisee, establish the debt as a lien against the property, in the same manner as liens are created for utility services provided by the City, which lien shall include the cost of service, administration, legal time, recording and other direct and indirect costs plus the maximum legal interest allowed by state law;
- B. Shut off utility service to the property after seven days from date of mailing written notice to the owner of the property informing him or her of the City's intention to shut off utility service to the property due to nonpayment for garbage service. The City shall also post a physical notice;
- C. Pay the franchisee, become subrogated and collect the debt in the same manner that other debts are collected including without limitation, the payment for service, costs of collection by City or other persons and the maximum legal interest allowed by state law;
- D. Require a restart charge before restarting service; or
- E. Any combination of the above.

8.35.330 – Nonpayment: Notice to City.

The notice given by the franchisee to the City informing the City of nonpayment and termination of service pursuant to Section 8.35.325 must contain the name of the owner or occupant of the property, the address of the property, the amount owed and a statement that there is no dispute as to the amount owed between the collector and the owner or occupant of the property.

8.35.335 – Nonpayment: Dispute Resolution.

In the event of a dispute as to the amount owed between the franchisee and the owner or occupant of the property, the franchisee shall resolve the dispute in any manner prescribed by law, prior to terminating service and giving the City notice as prescribed in Section 8.35.330.

8.35.340 – Exemption from Mandatory Service.

Property which does not receive utility service, by choice of the owner, and the property is unoccupied, is exempt from mandatory service until utility service is received.

8.35.345 – Service Suspension.

Upon proof by affidavit, a property owner may suspend mandatory service in the event the home is unoccupied either due to selling of the property or foreclosure.



8.35.350 – Customer Responsibility.

- A. All solid waste disposal shall be performed by the franchisee, except for recyclable material which may be disposed of by the owner by delivering to the City's recycling center in a manner which promotes its reuse.
- B. The owner, contract purchaser or person in control of any residential structure offered to others for rent, lease or occupation within the City shall provide through the franchisee for the collection and disposal of solid waste from any such structure.



ORDINANCE NO. 746

AN ORDINANCE ADDING TO TITLE 8, HEALTH & SAFETY, OF THE MUNICIPAL CODE OF THE CITY OF BROWNSVILLE, OREGON;

WHEREAS, Title 8 of the Brownsville Municipal Code (BMC) addresses general health & safety issues within the community, and;

WHEREAS, the Oregon State Legislature passed the Oregon Indoor Clean Air Act in 1981 with the goal of protecting nearly every Oregon employee from the health risks associated with secondhand smoke, and;

WHEREAS, the Oregon State Legislature passed the Oregon Smokefree Workplace Law in 2007 which went into practice January 1st, 2009 which bans smoking within ten feet (10') of any entrances, exits, windows or ventilation intakes, and;

WHEREAS, the Council desires to officially ban smoking in all City owned facilities and to provide definitions as provided herein;

NOW THEREFORE, the City of Brownsville ordains as follows:

Chapter 8.25 Smoke Free Facilities

Sections:

- 8.25.010 Definitions.
- 8.25.015 Purpose.
- 8.25.020 Smoking Prohibited at City Owned Facilities.
- 8.25.025 Removal from Premises.
- 8.25.030 Severability.

8.25.010 Definitions.

- A. 'City Owned Facilities' means all City owned buildings including, but not limited to, City Hall, the City Public Works Shop, the Library, the Central Linn Rec Center, the interior of all Pioneer Park facilities and structures, the Water Treatment Plant, and the North & South Wastewater Treatment Plants. It does not include public streets or public sidewalks within the City.
- B. 'Smoking' means inhaling, exhaling, vaping, burning, or carrying a lit cigar, cigarette, electronic cigarette, pipe, hookah and/or any other smoke producing device. Any other individual devices or individual means that produce smoke is also prohibited.



ORDINANCE NO. 746

8.25.015 Purpose.

The purpose is to ensure a safe, clean environment for patrons, guests, residents, employees and other visitors to the City to participate in civic matters and other governmental purposes of the City by controlling smoking.

8.25.020 Smoking Prohibited at City Owned Facilities.

Smoking shall be prohibited from all City Owned Facilities as described in 8.25.010 (A). Smoking outdoors on City Owned Property is only prohibited as allowed by State Law.

8.25.025 Removal from Premises.

Any City Official or designated representative of the City shall have the authority to direct any person to leave City Owned Facilities who fails to discontinue prohibited behavior.

8.25.030 Severability. If any section of this ordinance, or any portion thereof, is held invalid or unconstitutional by any court of competent jurisdiction or State administrative agency, such decision shall not affect the validity of the remaining portions thereof, except as otherwise provided for herein.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this ____ day of July, 2014.

Mayor

City Administrator



RESOLUTION NO. 2014.09

RESOLUTION ADOPTING A BUDGET

BE IT RESOLVED that the Council for the City of Brownsville hereby adopts the budget for Fiscal Year 2013-14 in the sum of \$5,541,941, including transfers totaling \$121,800, now on file at City Hall.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1st, 2014 and for the purposes shown below are hereby appropriated:

GENERAL FUND

Administration	\$ 266,700
Parks & Cemetery	\$ 127,200
Community Room	\$ 11,200
Library	\$ 125,750
Law	\$ 235,750
Operations	\$ 304,200
Transfers (Out)	\$ 58,000
Fund Total	\$ 1,128,800

WATER FUND

Administration	\$ 294,550
Operations	\$ 655,900
Transfers (In)	\$ 90,000
Fund Total	\$ 950,450

SEWER FUND

Administration	\$ 215,050
Operations	\$ 418,200
Transfers (Out)	\$ 70,000
Fund Total	\$ 898,950

STREET FUND

Personal Services	\$ 93,500
Materials & Services	\$ 80,900
Capital Outlay	\$ 125,500
Transfers (Out)	\$ 1,800
Fund Total	\$ 301,700

BUILDINGS & EQUIPMENT

Capital Outlay	\$ 52,000
Fund Total	\$ 52,000

TRANSIENT ROOM TAX

Capital Outlay	\$ 0
Fund Total	\$ 0

COMMUNITY PROJECTS

Capital Outlay	\$ 50,000
Fund Total	\$ 50,000

SEWER BOND

Bond Payments	\$ 354,174
Fund Total	\$ 354,174

WATER BOND

Bond Payments	\$ 54,928
Fund Total	\$ 54,928

Note: Fund Totals above do not include unappropriated balances.

RESOLUTION IMPOSING AND CATAGORIZING TAXES

BE IT RESOLVED that the Council for the City of Brownsville hereby imposes the taxes as provided in the adopted budget at the rate of \$6.9597 per \$1,000 of assessed value for operations; and in the amount of \$58,663 for Water Bond Debt Service; and in

R 2014.09



RESOLUTION NO. 2014.09

the amount of \$218,720 for Sewer Bond Debt Service; and that these taxes are hereby imposed and categorized for tax year 2014-2015 upon the assessed value of all taxable property within the district.

	Subject to the General Government Limitation	Excluded from the Limitation
GENERAL FUND	\$6.9597/\$1000	0
WATER BOND DEBT SERVICE FUND	0	\$ 58,663
SEWER BOND DEBT SERVICE FUND	0	\$218,720
DELINQUENT SEWER ASSESSMENT	0	\$9,460.96

Passed and adopted by the Council of the City of Brownsville this 24th day of June, 2014.

Attest:

Don Ware
Mayor

S. Scott McDowell
Budget Officer/City Administrator



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

Prepared - May 14, 2014

Sewer Delinquent Accounts

<u>Tax Account #</u>	<u>Name & Address</u>	<u>Amount</u>
289765	Gretchen Clark-Scannell 278 Meadow Ln Creswell, OR 97426-9763	\$564.04
281929	Regnell Carman P.O. Box 461 Brownsville, OR 97327	\$564.04
284857	Thomas & Terri Kaufman P.O. Box 664 Brownsville, OR 97327	\$564.04
282109	Tina Saxe 905 Oak St Brownsville, OR 97327	\$792.12
895582	JP Morgan Chase Bank NA 3415 Vision Dr. Columbus, OH 43219 (Cassie McClain)	\$810.58
281689	Kim Hoyer 16603 SW 134 th Ter Tigard, OR 97224-1834	\$636.00
729307	Andrew Kinder 420 Hausman Ave. Brownsville, OR 97327	\$583.00

<u>Tax Account #</u>	<u>Name & Address</u>	<u>Amount</u>
876078	James Paschal P.O. Box 701 Hermiston, OR 97224	\$564.04
904902	Terri Silkett 12517 SE Mill Court Portland, OR 97233	\$338.88
283412	Dianna Meacham 839 Morton Pl Lebanon, OR 97355	\$401.70
867374	Dan Morse 1837 38 th Ave SE Albany, OR 97322	\$546.54
306627	Delpha Duckett P.O. Box 71 Dexter, OR 97431-0071	\$574.41
841885	Benjamin Cross 33654 NE Ochoco Ranger Station LP Prineville, OR 97754-7999	\$727.47
307260	Darlene Hobson 34956 Seavey Loop RD Unit 60 Eugene, OR 97405-9623	\$636.00
308086	Lowell Foster P.O. Box 512 Jefferson, OR 97352	\$588.28
848621	Jeffery Holloway 125 Moody Court Brownsville, OR 97327	\$569.82
	Total Due	\$9,460.96



RESOLUTION NO. 2014.10

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR '14-'15 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE II. WATER REGULATIONS (ORDINANCE NO. 534); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Sections 4, 9, 10, 12, 13, 14, 17(1), and 17(2) of Ordinance No. 534 of the City of Brownsville, passed by the Council and approved by the Mayor on October 26th, 1981, and the Brownsville Municipal Code, Chapter 13.05, Article II. **Water Regulations** authorizes charges and fees to be set by Resolution of the Council and reviewed annually,

BE IT RESOLVED, that the rates and fees are set as follows:

WATER SERVICE CONNECTION FEE

The Water Service Connection Fee charged for 3/4" residential service to offset connection plan review costs, service connection installation costs, administrative and other related costs shall be as follows:

Water Service Connection Fee	\$ 1,200.00
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Larger services shall be charged based upon additional materials costs and reasonable installation charges.

MONTHLY SERVICE CHARGE

In-City

Base Rate	0 - 300 c.f.	\$ 22.59
Additional From	301 - 600 c.f.	\$ 1.48 per hundred c.f.
	601 - 1000 c.f.	\$ 1.64 per hundred c.f.
	1001 - 1500 c.f.	\$ 1.69 per hundred c.f.
	1501+ c.f.	\$ 1.80 per hundred c.f.

Out-of-City

Base Rate	0 - 300 c.f.	\$ 33.89
Additional From	301 - 600 c.f.	\$ 1.90 per hundred c.f.
	601 - 1000 c.f.	\$ 2.12 per hundred c.f.
	1001 - 1500 c.f.	\$ 2.33 per hundred c.f.
	1501+ c.f.	\$ 2.38 per hundred c.f.

Water Capital Improvement Fee	\$2.50
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METER TEST FEE

Flow test deposit*	\$ 25.00
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RESOLUTION NO. 2014.10

** To be returned if meter registers more than 3% fast.*

TURN-ON FEE

Customer Requested Turn-off	\$ 15.00
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ACCOUNT DEPOSIT

New Accounts	\$ 100.00
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RESTORATION CHARGE

City Initiated Turn-off	\$ 15.00
After Business Hours	\$ 30.00

DELINQUENT ACCOUNTS

Late fee for Delinquent Notice	\$ 7.50
Charge for Notice of Shutoff	\$ 10.00

RETURNED CHECK CHARGE

<i>Each Check Returned by Bank</i>	\$ 30.00
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BE IT FURTHER RESOLVED, that all prior Resolutions setting rates and fees authorized by Ordinance No. 534 and the Brownsville Municipal Code, Chapter 13.05, Article II. **Water Regulations** are hereby repealed.

This Resolution shall become effective July 1st, 2014 upon being passed and approved by the City Council.

Passed and approved by the City Council this 24th day of June, 2014.

Attest:

Mayor Don Ware

City Administrator S. Scott McDowell



RESOLUTION NO. 2014.11

A RESOLUTION ADOPTING A 3% RATE INCREASE FOR FISCAL YEAR 2014-2015 AND ADJUSTING OTHER FEES AS AUTHORIZED BY THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 13.05, ARTICLE I. SEWER REGULATIONS (ORDINANCE NO. 489); AND REPEALING AND/OR SUPERCEDING ANY OTHER RESOLUTION IN CONFLICT HEREWITH.

WHEREAS, Section 19 and Section 22 of Ordinance No. 489 of the City of Brownsville passed by the Council and approved by the Mayor on March 7, 1980, and amended by Ordinance No. 582, passed by the Council and approved by the Mayor on August 15, 1988, and the Brownsville Municipal Code, Chapter 13.05, Article I. **Sewer Regulations** authorizes charges and fees to be set by Resolution of the Council and reviewed annually,

WHEREAS, the City has undertaken major renovations to the sanitary treatment works and collection systems and,

WHEREAS, at the direction of financial advisors have set rates in accordance with projections of expenditures to retire debt incurred by said improvements to meet contact requirements with the Oregon Economic & Community Development Department (OECDD) and the United States Department of Agriculture – Rural Utilities Service (USDA-RUS),

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

SEWER SERVICE CHARGES

The City of Brownsville in order to ensure sufficient revenue is generated to pay the total operational and maintenance costs for the proper operation and maintenance of the treatment works and that proportional distribution of operational and maintenance costs among users and user classes is maintained determines that sewer service charges against every property served by the City sewer system shall be based on water usage. An average winter usage will be determined for each customer and that customer will be charged accordingly. Any sewer customers not connected to City water will have the choice of either installing a meter on their well and paying according to that meter reading or paying the rate which falls under the 600-800 cubic feet in the sewer rate structure.

The monthly rates shall be as follows:

In-City Sewer Charges:

Average Usage	=	0 - 300 c.f.	\$ 30.81
		400 - 500 c.f.	\$ 36.22
		600 - 800 c.f.	\$ 39.14
		900 + c.f.	\$ 43.22

**RESOLUTION NO. 2014.11**

Sewer Only	\$ 39.14
Out-of-City Sewer Charges	\$ 46.78
Sewer Debt Service (<i>Monthly Flat Rate Charge</i>)	\$ 15.00

APPLICATION, PERMIT & INSPECTION

The Sewer Service Connection Fee charged for connecting to the City Sewer System shall cover plan review, inspection and related administrative costs and shall be as follows:

Sewer Service Connection Fee	\$ 100.00
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RETURNED CHECK CHARGE

<i>Each Check Returned by Bank</i>	<i>\$ 30.00</i>
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BE IT FURTHER RESOLVED that all prior Resolutions setting rates and fees as authorized by Ordinance No. 489 and the Brownsville Municipal Code, Chapter 13.05, Article I. **Sewer Regulations** are hereby repealed.

This Resolution shall become effective July 1st, 2014.

Passed by the City Council on this 24th day of June, 2014.

Mayor Don Ware

Attest:

City Administrator S. Scott McDowell



RESOLUTION NO. 2014.13

A RESOLUTION INCREASING FEES IN CONNECTION WITH LAND USE PERMITS AND APPLICATIONS; ESTABLISHING POLICIES RELATING TO SAID FEES; REPEALING RESOLUTION NO. 386 AND ANY OTHER IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, costs associated with processing land use actions within the City of Brownsville have increased substantially and the fees charged by the City have not been increased since 1996,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, as follows:

Section 1: The City of Brownsville establishes the following schedule of fees and procedures which are imposed outright for administrative, planning, engineering and publication costs associated with processing land use permits and applications.

Administrative Review

**** Indicates that these can be referred to the Planning Commission**

Sign Permit	N/C
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NOTE: Signage requested along Highway 228 is subject to Oregon Department of Transportation Regulations.

Weapons Discharge Permit	N/C
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RV Permit	N/C
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Garage Sale Permit	N/C
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Sidewalk Permit	N/C
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Change of Occupancy or Use**	N/C
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Manufactured Home Placement Permit	N/C
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Old Town Commercial (OTC) Exterior Alteration	N/C
---	-----

Occupancy of Recreational Vehicle	\$ 50.00
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Use of Public Right-of-Way	\$ 50.00
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Special Development Zone (SDZ) Forestry Permit**	\$ 250.00
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RESOLUTION NO. 2014.13

Site Plan Review

Construction Permit	\$ 30.00
Floodplain Development Permit	\$ 200.00
Residential (Non-Subdivision)	\$ 200.00 (<i>per unit</i>)
Non-Residential	\$ 700.00
SDZ Simple Review**	\$ 300.00
Property Line Adjustment	\$ 300.00
Manufactured Home Park	\$ 1,200.00

Planning Commission (Public Hearing)

Conditional Use Permits

Aggregate Mineral Resource Development	Publishing Costs
Home Occupations	\$ 250.00
OTC Change of Use	\$ 250.00
OTC New Construction	\$ 250.00
OTC Secondary Residential	\$ 250.00
Planned Unit Development	\$ 1,200.00 + \$25.00 per lot
Listed Conditional Uses (Excluding Home Occupation & OTC)	\$ 750.00
Alteration or Expansion of Conditional Use	
RESIDENTIAL	\$ 400.00
COMMERCIAL	\$ 800.00
Alteration or Expansion of Non-Conforming Use	
RESIDENTIAL	\$ 400.00
COMMERCIAL	\$ 800.00
SDZ Simple Development Review	
RESIDENTIAL	\$ 400.00
COMMERCIAL	\$ 800.00



RESOLUTION NO. 2014.13

Variances – Public Hearing

Residential Lots	\$ 200.00
Commercial Lots	\$ 800.00
Partitioning Standards	\$ 800.00
Subdivision Standards	\$ 800.00

Partitioning or Subdividing of Land

Minor Land Partition	\$ 1,000.00
Major Land Partition	\$ 1,600.00
Subdivision	\$ 1,800.00 + \$35.00 per lot

Planning Commission & City Council (Two Hearings)

Zone Change & Zoning Map Amendment	\$ 1,500.00
Zoning Ordinance & Text Amendment	\$ 1,500.00
Comprehensive Plan Map Amendment	\$ 1,500.00
Comprehensive Plan Text Amendment	\$ 1,500.00
Urban Growth Boundary Amendment	\$ 1,800.00

City Council

Street Vacation	\$ 250.00
Alley/Easement Vacation	\$ 250.00
Annexation	\$ 1,000.00
Appeal	¾ of the Original Fee

SECTION 2. When more than one land-use action is requested, (such as a variance and a conditional use permit), a separate fee will be charged for each action requiring that separate standards or criteria will be addressed.



RESOLUTION NO. 2014.13

SECTION 3. Refunds for fees accompanying an application may be made when the application is withdrawn prior to any substantial review of the application and prior to the publication and issuance of any public notice. Refunds shall be made upon authorization of the City Administrator.

SECTION 4. All fees shall be due and payable at the time of application submittal. An application shall be stamped as "Received" when City staff has determined that the application is complete and all fees have been paid.

SECTION 5. The fees provided for herein shall be effective with respect to all applications for which fees are provided in Section 1 above received by the City on or after July 1, 1996.

This Resolution shall become effective July 1st, 2014 upon being passed and approved by the City Council.

Passed and approved by the City Council this 24th day of June, 2014.

Attest:

Mayor Don Ware

City Administrator S. Scott McDowell

RESOLUTION NO. 386

A RESOLUTION INCREASING FEES IN CONNECTION WITH LAND USE PERMITS AND APPLICATIONS; ESTABLISHING POLICIES RELATING TO SAID FEES; REPEALING RESOLUTION NO. 193 AND ANY OTHER IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, costs associated with processing land use actions within the City of Brownsville have increased substantially and the fees charged by the City have not been increased since 1987,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. The City of Brownsville establishes the following schedule of fees and procedures which are imposed outright for administrative, planning, engineering and publication costs associated with processing land use permits and applications.

ADMINISTRATIVE REVIEW

** Indicates that these can be referred to Planning Commission

Sign Permit	N/C
Sidewalk Permit	N/C
OTC Change of Occupancy or Use **	N/C
Manufactured Home Placement Permit	N/C
OTC Exterior Alteration	N/C
Occupancy of Recreational Vehicle	\$ 50
Use of Public Right-of-Way	\$ 50
SDZ Forestry Permit **	\$ 250
Site Plan Review	
Residential (Non-Subdivision)	\$ 125 per unit
Non-Residential	\$ 500
SDZ Simple Review **	\$ 250
Manufactured Home Park	\$1000
Property Line Adjustment	\$ 250

PLANNING COMMISSION AND CITY COUNCIL - (2 Hearings)

Zone Change and Zoning Map Amendment	\$1000
Zoning Ordinance Text Amendment	\$1000
Comprehensive Plan Map Amendment	\$1000
Urban Growth Boundary Amendment	\$1200
Comprehensive Plan Text Amendment	\$1000

CITY COUNCIL

Annexation	\$ 800
Street Vacation	\$ 100
Alley/Easement Vacation	\$ 100
Appeal	1/2 Original Fee

Section 2. When more than one land-use action is requested (such as a variance and a conditional use permit), a separate fee will be charged for each action requiring that separate standards or criteria will be addressed.

Section 3. Refunds for fees accompanying an application may be made when the application is withdrawn prior to any substantial review of the application and prior to the publication and issuance of any public notice. The refund may be for up to 90 per cent of the original request, depending on the amount of review having taken place. Refunds shall be made upon authorization of the City Administrator.

Section 4. All fees shall be due and payable at the time of application submittal. An application shall be stamped as "Received" when City staff has determined that the application is complete and all fees have been paid.

Section 5. The fees provided for herein shall be effective with respect to all applications for which fees are provided in Section 1 above received by the City on or after July 1, 1996.

PASSED AND APPROVED BY THE BROWNSVILLE CITY COUNCIL this 3rd day of June, 1996.

Attest:

 Dina J. Patis
City Administrator

Mayor

 [Signature]

LOC Policy Committees' Legislative Recommendations

Priority	Description
Community Development	
A. Provide tools for brownfield remediation including \$10 million in recapitalization of the redevelopment fund, new incentives such as tax credits, or regulatory modifications.	Supports finding funding sources and cost reductions for cleaning up brownfields to support economic development. The Brownfield Redevelopment Fund Program provides gap financing to clean-up industrial sites but has not been recapitalized to address the increasing need for clean-up of brownfield sites. However, the fund is not large enough to address this need on a statewide basis, so further support for efforts to determine alternative means to incentivize brownfield redevelopment will increase available industrial sites and help drive economic development. Overall, increasing tools to redevelop brownfields provides more options to cities looking to redevelop current brownfields into a better use.
B. Support capitalization of the industrial site readiness loan program at \$10 million and the industrial site readiness assessment program at \$200,000.	Provides funding for two programs created in 2013 for addressing lands that are zoned industrial but are not being used for industrial purposes: the industrial site readiness program and the industrial site readiness assessment program. The first provides forgivable loans to local governments that bring industrial sites to shovel ready status, such as by placing infrastructure or cleaning up a brownfield. The second allows regions to determine what is preventing land designated for industrial use from being built for industrial use. However, no money was provided to fund either program in the 2013-2015 budget.
C. Prioritize grants providing assistance for natural disaster planning and updating comprehensive plans to address likely natural disasters in a community, and increase the grant funds available to cities through the DLCDD's general grant funds to \$2 million.	In the last two biennia, the Oregon Department of Land Conservation and Development general fund grant program has seen a significant drop in the money allocated to it with increasing need from local governments to address technical planning issues and update pursuant to periodic review. In addition, the Oregon Seismic Safety Policy Advisory Commission, has released a report related to ongoing need for upgrading resilience in response to a major earthquake and recent natural disasters have raised awareness relating to land use planning. Raising the general fund grant program back to the 2009-2011 budget levels will help more cities address their planning needs and seek technical assistance. This would also alter the uses for these funds to include planning that increases resilience to natural disasters and meet their Goal 7 requirements.
D. Reform the Post Acknowledgment Plan Amendment process to require appellants to raise issues before the local government before raising the issue on appeal.	Changing the appeals requirements for post-acknowledgement plan amendments (PAPAs) will keep decision making for land use policy at the local level first, allowing city official to determine the scope of legislative changes they make to their plans without trying to fight a new issue on appeal. This "raise it or waive it" standard currently exists for quasi-judicial decisions at the local level and insures that local decisions are not attacked on appeal on an issue that a city could have resolved in finalizing its decision. Modifying the PAPA appeal insures more land use decisions start with addressing all issues at the local level first.
Energy	
E. Modify the existing "1.5% green energy technology for public buildings" requirement to allow for offsite solar investments.	<p>Oregon statute currently requires public contracting agencies to invest 1.5% of the total contract price for new construction or major renovation of certain public buildings on solar or geothermal technology. The requirement allows for offsite technology, but only if the energy is directly transmitted back to the public building site and is more cost-effective than onsite installation.</p> <p>Removing the requirement that an offsite project be directly connected to the public building project could result in increased flexibility for local governments to invest in solar projects that are more cost-effective and that could provide for increased solar energy production.</p>

LOC Policy Committees' Legislative Recommendations

K. Allow for price comparison when procuring architects and engineers.	In 2011 the Oregon Legislature required cities to use a qualifications based selection (QBS) process that prohibits the consideration of price until an initial selection has been made when hiring architects, engineers and photogrammetrists. This requirement prevents local governments from comparing pricing and effectively eliminates price competition when procuring these services.
L. Clarify and enhance medical marijuana dispensary regulations.	Existing restrictions on the placement of medical marijuana dispensaries (MMD) are inconsistent with land use regulations and should be clarified. Additionally, background checks are not required on people who work in MMD and there is no regulation on the manufacture of oils and other liquid marijuana products that use flammable/explosive substances in their processing.
M. Enhance mental health services.	Oregon's police departments have marked an increase in interactions with the mentally ill in recent years. Crisis intervention teams (CIT) have proven effective and deescalating interactions with the mentally ill, but this service model is not available in all parts of the state. Additionally, there is a demonstrated need for "drop-in" mental health services that allow for treatment before a person enters a state of crisis. There should be statewide access of CITs, and emergency access to mental health services to promote patient and community safety. Additionally, mental health services should be examined holistically to ensure that Oregon is providing the best possible care to the mentally ill.
Human Resources	
N. Ensure that arbitrator awards are in compliance with state, as well as local policies.	Currently, an arbitrator's award overturning an employer's disciplinary decision must comply with state policies on issues including, but not limited to: use of force, sexual harassment, or misconduct. Precedent has established that only state policies apply to the enforceability to an arbitrator's award.
O. Ensure that collective bargaining agreements trump state mandates on police investigations.	"The Police Officer's Bill of Rights" was intended to offer protections for officers who were under investigation if there was no collective bargaining contract or the contract was silent on how investigations were to be conducted. Changes made in 2009 have resulted in confusion and manipulation of the bargaining process. The statute needs to be amended to bring it back to the original intent of the bill.
P. Require earlier submission of last best offer.	Under current law, last best offers (LBOs) must be submitted 14 days prior to opening of arbitration in the event parties have declared an impasse, and binding arbitration is being used to settle the contract. Most arbitrators use a 30-day cancellation policy that requires payment even if parties settle prior to the commencement of arbitration. Requiring LBOs to be submitted 35 days prior to the opening of arbitration would provide an opportunity to settle without paying unnecessary fees.
Telecommunications	
<p>Q. Support the reintroduction of legislation that repeals ORS 221.515 (HB 2455 -7 in 2013) removing the franchise fee rate and revenue restrictions which currently apply to incumbent local exchange carriers, or other legislation that:</p> <ul style="list-style-type: none"> • Does not preempt local authority to manage the public ROW and be compensated for its use; • Maintains or increases the opportunity for revenue growth; and • Is technology neutral. 	<p>Protection of local authority to manage public rights of way (ROW) and receive compensation for any use of those facilities continues to be at the forefront of the League's telecommunications agenda. The League's "Oregon Municipal Policy" generally asserts local government Home Rule authority and specifically refers to the telecom management and compensation authority of Oregon cities.</p> <p>Since 1989 state statute has caused a disparity between certain types of telecommunications providers with regard to how franchise fees are collected. The League's preference is equity between all providers using the ROW, but with continued local ability to negotiate individual franchise agreements with individual service providers.</p> <p>During the 2013 legislative session the League supported efforts by Comcast to enact legislation doing away with the disparity. HB 2455 would have repealed ORS 221.515, thus allowing cities to charge all telecommunications in the same manner. The proposal received a hearing but was not approved in committee.</p> <p>The committee chair may be interested in re-introducing the proposal in 2015. However the telecom industry, this time including Comcast, is likely to introduce legislation</p>

LOC Policy Committees' Legislative Recommendations

<p>Transportation (ODOT) and the cities' share of the trust fund.</p> <ul style="list-style-type: none"> • No restriction, moratorium or preemption of local government ability to generate their own revenues for transportation funding. • Adequate funding for the maintenance and preservation of "orphan highways" in Oregon as part of a more robust jurisdictional transfer program. 	
<p>T. Continued or enhanced funding for <i>ConnectOregon</i></p>	<p><i>ConnectOregon</i> is the state's premier multi-modal funding program, and is funded out of lottery revenues.</p>
<p>Water/Wastewater</p>	
<p>U. Support efforts and program funding to address Oregon's long term water supply needs including recapitalization of the Water Conservation, Reuse and Storage Grant Program and implementation of a place-based pilot program for local water resources planning</p>	<p>According to the Oregon Water Resources Department, 2013 marked the fourth driest year on record for Oregon, with some areas experiencing their driest year on record yet. Oregon experienced below average precipitation in 2013 and continuing into 2014. As of May 2014, snow measurement sites in many part of Oregon show record lows for snowpack levels. As a result, summer streamflows are expected to be below average and water shortages are likely for many part of Oregon.</p> <p>The League will work in conjunction with the Oregon Water Resources Department to fund programs to address water supply shortages. These efforts will include support for ongoing funding of the Water Conservation, Reuse and Storage Grant program which provides grant funding for water supply project feasibility studies. The League will also support efforts for the Oregon Water Resources Department to establish a place-based planning pilot program to facilitate local collaboration among interested stakeholders and the creation of a blueprint for long-term integrated water resources planning and implementation.</p>
<p>V. Support efforts to establish a program that would provide low-interest loan opportunities to address failing residential onsite septic systems. The new loan program would support repair and replacement of failing systems or conversion to a municipal wastewater system, if the conversion is at the request of the impacted municipality.</p>	<p>According to the Oregon Department of Environmental Quality, over 30 percent of Oregonians rely on septic systems to treat wastewater from their homes and businesses. Many of these systems are within the boundaries of a municipal wastewater system, and a number of these systems are in need of repair or replacement. Failing septic systems, especially those within proximity to groundwater resources, create a significant human health hazard. However, significant costs to address failing septic systems often create a burden for homeowners who are unable to pay for costs associated with repair, replacement or conversion over to a public sewer system.</p> <p>The League will work with the Oregon Department of Environmental Quality to establish a revolving loan program that private residents can access in order to address failing septic systems. The League will further advocate that the program include mechanisms to encourage participants to convert over to a municipal wastewater system if conversion is at the request of the impacted municipality.</p>

City: _____

Please mark 4 boxes with an X that reflects the top 4 issues that your city recommends be added to the priorities for the League's 2015 legislative agenda.

Community Development

- A. Provide tools for brownfield remediation including \$10 million in recapitalization of the redevelopment fund, new incentives such as tax credits, or regulatory modifications.
- B. Support capitalization of the industrial site readiness loan program at \$10 million and the industrial site readiness assessment program at \$200,000.
- C. Prioritize grants providing assistance for natural disaster planning and updating comprehensive plans to address likely natural disasters in a community, and increase the grant funds available to cities through the DLCDC's general grant funds to \$2 million.
- D. Reform the Post Acknowledgment Plan Amendment process to require appellants to raise issues before the local government before raising the issue on appeal.

Energy

- E. Modify the existing "1.5% green energy technology for public buildings" requirement to allow for offsite solar investments.
- F. Support efforts to eliminate the sunset on the Low Carbon Fuel Standard program.

Finance & Taxation

- G. Phase out the 3% discount for the early payment of property taxes.
- H. Improve the fairness of how new and improved property is added to the tax roll.
- I. Improve clarity and certainty around transient lodging tax statute.

General Government

- J. Reform Oregon's recall procedures to encourage a greater participation of the electorate and ensure that it is used for reasons involving misconduct.
- K. Allow for price comparison when procuring architects and engineers.
- L. Clarify and enhance medical marijuana dispensary regulations.
- M. Enhance mental health services.

Human Resources

- N. Ensure that arbitrator awards are in compliance with state, as well as local policies.
- O. Ensure that collective bargaining agreements trump state mandates on police investigations.
- P. Require earlier submission of last best offer.

Telecommunications

- Q. Support the reintroduction of legislation that repeals ORS 221.515.
- R. Oppose legislation preempting the ability of cities to manage and receive compensation for the use of a public ROW.

Transportation

- S. Pass a comprehensive transportation funding and policy package.
- T. Continued or enhanced funding for *ConnectOregon*.

Water/Wastewater

- U. Support efforts and program funding to address Oregon's long term water supply needs including recapitalization of the Water Conservation, Reuse and Storage Grant Program and implementation of a place-based pilot program for local water resources planning.
- V. Support efforts to establish a program that would provide low-interest loan opportunities to address failing residential onsite septic systems. The new loan program would support repair and replacement of failing systems or conversion to a municipal wastewater system, if the conversion is at the request of the impacted municipality.

Note: As indicated, property tax and land use reform will remain as priority efforts.



June 24th, 2014

Central Linn Recreation Center

Partnership Proposal

Summary: The Central Linn Recreation Association has identified a number of concerns that could cause the Association to no longer exist. In effort to address those concerns, the Board is requesting an administrative partnership with the City of Brownsville.

We recently met with City Staff to review our concerns. Concerns range from funding to organizational development needs. We have developed a "Commissioner Model" that will incorporate City Staff working closely with the Board in the following ways:

Organizational Development

1. Create Policy & Procedures
 - a. Administrative Policies
 - ^ Background Checks
 - ^ Concussion Treatment
 - ^ Medical Emergency
 - ^ First Aid Administration
 - b. Operational Policies
 - ^ Facility Management
 - ^ Equipment Management
 - ^ Capital Improvements Components
 - c. Management Policies
 - ^ Sport Directors Handbook
 - ^ Coaches Directors Handbook
 - ^ Parents & Players Handbook
2. Develop Basic Position Descriptions
3. Develop Basic Things to Do Checklists
4. Develop Training Program
5. Fine Tune Programmatic Logistics

Scheduling

City Hall would provide:

1. Facility Booking
2. Sports Scheduling
3. Website Updates & Support

Funding Development

City Hall would provide:

1. Develop New Partnerships
2. Create New Fee Structures
3. Create Fundraising Committee

Operations

City Hall would provide:

1. Basic Janitorial Service
2. Develop General Maintenance Guidelines & Procedures



Assistance Agreement

BETWEEN: City of Brownsville (City)

AND: Central Linn Recreation Association (CLRA)

DATE: July 2014

RECITALS

- A. CLRA is interested in entering into an agreement with the City to create an administrative partnership for the purposes of developing CLRA organizational efforts.
- B. City believes that CLRA provides a valuable public service by offering a variety of youth activities through sports and desires to provide assistances to support their effort.

FOR AND IN CONSIDERATION OF THE MUTUAL OBLIGATION HEREIN, THE PARTIES AGREE:

DELIVERABLES.

1. **Organizational Development:** City Staff will work with CLRA representatives to create the following, a) Administrative Policies including documents such as background checks, concussion treatment, medical emergency procedures, etc., b) Operational Policies including documents such as facility management, equipment management and capital improvements tracking, c) Management Policies including documents such as Director's Handbook, Coaches Handbook, Parent & Player Handbooks. The City is also asked to assist with basic position descriptions, things to do checklists, develop a training program and fine tune programmatic logistics.
2. **Scheduling:** The City will provide facility booking services, sports scheduling and website update & support. The CLRA will be responsible for providing necessary information for the execution of these tasks.
3. **Operations:** The City will provide basic janitorial service which is restroom cleaning twice a week. The City will also assist in developing general maintenance guidelines and procedures.
4. **Funding Development:** The City will provide logistics and options for developing new partnerships, creating new fee structures and discuss the possible of other opportunities such as a fundraising committee.



TERM. The term of this Memorandum shall commence upon execution hereof and shall continue for one with a one year option to be revisited and renegotiated in June 2015.

ENTIRE AGREEMENT. This document embodies the entire agreement between the parties. There are no promises, terms, conditions or obligations other than those contained herein. This agreement shall supersede all prior communications, representations or agreements, either verbal or written, between the parties.

MODIFICATION AND WAIVER. No change or modifications of this agreement shall be valid or binding upon the parties hereto, nor shall any waiver of any term or condition thereof be deemed a waiver of such term or condition in the future, unless such change or modification or waiver shall be in writing signed by all the parties.

INTENT. The intent of this Agreement is to cooperatively work together to create a working relationship that will be mutually beneficial to both organizations.

City:

CLRA:

Mayor

George Frasier, President

Date:

Date:

ERWIN CONSULTING ENGINEERING, LLC

33923 BOND ROAD • LEBANON • OREGON • 97355

June 20, 2014

City of Brownsville
P.O. Box 188
Brownsville, OR 97327

ATTN: Mr. S. Scott McDowell

RE: Millhouse St. Sanitary Sewer Replacement - Bid Results

Dear Scott,

On June 19, 2014 bids were opened for the subject project at the City of Brownsville City Hall. The results are as follows:

Bidders Name	Bid Amount
1. Wildish Construction Co. - Eugene, OR	\$115,285.00
2. Exca Drain Construction LLC - Halsey, OR	\$118,694.53
3. Pacific Excavation, Inc. - Eugene, OR	\$148,373.00
4. North Santiam Paving Co. - Stayton, OR	\$191,598.00
Engineer's Estimate	\$140,000.00

A bid tabulation is attached showing the unit prices and totals for all bidders. The low bidder was Wildish Construction Co. from Eugene, Oregon with a total bid of \$115,285.00. Wildish had a minor math error in their schedule of prices. The correction increases *Item 2 - 8" sanitary Sewer Pipe* from \$4,115.00 to \$4,160.00 and the overall bid price from \$115,240.00 to \$115,285.00.

Wildish Construction Co. is a reputable construction company that has performed similar work throughout Oregon, including a major water treatment plant project for one of our water district clients in 2012.

We recommend the City of Brownsville award the project to Wildish Construction Co. in the amount of \$115,285.00. With city council approval we will issue contracts for execution by all parties. When the contracts are executed we can begin work on scheduling a pre-construction conference.

JUNE 20, 2014

Should you have any further questions, please feel free to call.

Sincerely,

ERWIN CONSULTING ENGINEERING, LLC

A handwritten signature in black ink, appearing to read "RQH", is written over a solid horizontal line.

Ryan H. Quigley, P.E.

Enclosure

CITY OF BROWNSVILLE, OREGON
MILLHOUSE STREET SANITARY SEWER REPLACEMENT
BID TABULATION - June 19, 2014

	Est. Qty.	Unit	ENGINEER'S ESTIMATE		1ST LOW BIDDER		2ND LOW BIDDER		3RD LOW BIDDER		4TH LOW BIDDER	
			Unit Price	Total Price	Wildcat Construction Co. Eugene, OR		Ecca Drain Construction LLC Tulsey, OR		Pacific Excavation, Inc. Eugene, OR		North Southern Paving Co. Slytton, OR	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1 Mobilization, Bonds, Permits and Ins.	ALL	L.S.	Lump Sum	\$14,000.00	Lump Sum	\$14,500.00	Lump Sum	\$9,200.00	Lump Sum	\$17,900.00	Lump Sum	\$30,700.00
2 8" Sanitary Sewer Pipe	832	L.F.	\$17.00	\$14,144.00	\$5.00	\$4,160.00	\$8.00	\$6,656.00	\$15.00	\$12,480.00	\$8.50	\$7,072.00
3 Sewer Trench Excavation & Backfill	709	L.F.	\$70.00	\$49,630.00	\$66.00	\$46,794.00	\$74.61	\$52,898.49	\$78.00	\$55,302.00	\$100.00	\$70,900.00
a. Class I - Granular (>5' depth)	123	L.F.	\$40.00	\$4,920.00	\$35.00	\$4,305.00	\$78.536	\$9,659.92	\$41.00	\$5,043.00	\$56.00	\$6,888.00
b. Class I - Granular (<5' depth)												
4 Sewer Trench Surface Restoration	709	L.F.	\$14.00	\$9,926.00	\$13.00	\$9,217.00	\$13.79	\$9,777.11	\$23.00	\$16,307.00	\$27.00	\$19,143.00
a. Class A	123	L.F.	\$10.00	\$1,230.00	\$3.00	\$369.00	\$3.50	\$430.50	\$7.00	\$861.00	\$5.00	\$615.00
b. Class C												
5 Lateral Reconnection	160	L.F.	\$60.00	\$9,600.00	\$54.00	\$8,640.00	\$28.75	\$4,600.00	\$72.00	\$11,520.00	\$108.00	\$17,280.00
a. 4" Sewer Lateral Reconnection	50	L.F.	\$75.00	\$3,750.00	\$54.00	\$2,700.00	\$34.50	\$1,725.00	\$76.00	\$3,800.00	\$78.00	\$3,900.00
b. 6" Sewer Lateral Reconnection												
6 Manholes												
a. Top Existing	ALL	L.S.	Lump Sum	\$2,500.00	Lump Sum	\$400.00	Lump Sum	\$3,220.00	Lump Sum	\$2,100.00	Lump Sum	\$2,300.00
b. Manhole #1	ALL	L.S.	Lump Sum	\$5,000.00	Lump Sum	\$3,700.00	Lump Sum	\$3,450.00	Lump Sum	\$3,500.00	Lump Sum	\$5,500.00
c. Manhole #2	ALL	L.S.	Lump Sum	\$5,000.00	Lump Sum	\$3,700.00	Lump Sum	\$2,875.00	Lump Sum	\$3,500.00	Lump Sum	\$4,600.00
d. Manhole #3	ALL	L.S.	Lump Sum	\$5,000.00	Lump Sum	\$3,700.00	Lump Sum	\$3,450.00	Lump Sum	\$3,500.00	Lump Sum	\$4,600.00
e. Manhole #4	ALL	L.S.	Lump Sum	\$5,000.00	Lump Sum	\$3,700.00	Lump Sum	\$4,025.00	Lump Sum	\$4,500.00	Lump Sum	\$5,850.00
f. Mainline Clean-out (Sla 8+31)	ALL	L.S.	Lump Sum	\$5,000.00	Lump Sum	\$400.00	Lump Sum	\$1,150.00	Lump Sum	\$300.00	Lump Sum	\$1,350.00
7 Driveaway Paving	ALL	L.S.	Lump Sum	\$3,500.00	Lump Sum	\$7,500.00	Lump Sum	\$4,025.00	Lump Sum	\$6,000.00	Lump Sum	\$7,650.00
8 Foundation Stabilization	10	C.Y.	30	\$300.00	\$50.00	\$500.00	\$40.25	\$402.50	\$94.00	\$940.00	\$150.00	\$1,500.00
9 Rock Excavation	10	C.Y.	150	\$1,500.00	\$100.00	\$1,000.00	\$115.00	\$1,150.00	\$82.00	\$820.00	\$175.00	\$1,750.00
BID TOTALS:				\$140,000.00		\$19,928.00		\$18,604.50		\$148,373.00		\$191,598.00

S. Scott McDowell

From: S. Scott McDowell [admin@ci.brownsville.or.us]
Sent: Friday, May 30, 2014 5:10 PM
To: 'Donald Lyon'; 'Kathleen Swayze'
Subject: Brownsville - Agreement Negotiation

Good Afternoon Don & Kathleen,

Council would like to suggest \$25 per month for the use of the Red Barn.

Several points made by Council include the City's partnership with the Alliance and the fact that all proceeds from the community gardens go directly to the Alliance. The City installed a rather costly water meter to supply water to the community garden site and donates over \$300 per year in water for the gardens. The Calapooia Food Alliance has used the space for five years at no cost.

Council is certainly aware of the tremendous effort that the Calapooia Food Alliance puts into the community; an effort that is greatly appreciated. Council has made space available for the following civic groups, the Senior Center, the American Legion, the Calapooia Watershed Council and the Brownsville Art Association all of whom put massive amounts of time and effort to further their missions in Brownsville and the surrounding area as well and all of those organizations have been charged for the renting of City space.

Should you have any questions or concerns, please let me know. Thanks!



S. Scott McDowell
255 N. Main Street
P.O. Box 188
Brownsville, OR 97327
541.466.5880
Fax 541.466.5118



The Calapooia Food Alliance facilitates and promotes local, healthy, & sustainable food production and consumption.

To: Scott McDowell and City Council

June 4, 2014

In regard to the Red Shed Storage Rental Agreement: Thank you for your consideration of the Red Shed Storage fees issue. The Board of the Calapooia Food Alliance very much appreciates your offer to reduce rental fees to \$25 per month. We accept your offer.

The Board acknowledges that we missed our opportunity to explain why we should continue to be able to store Market paraphernalia in the Red Shed at no charge by not having our representative at the Council meetings when the issue was discussed. At this point, we would like the following information in the record.

Unlike most other organizations, which benefit from the use of city property for their activities, the Calapooia Food Alliance is a registered non-profit organization. The CFA does not function to provide a recreational or cultural center where members meet and recreate with other members or otherwise receive a personal benefit for their membership and participation. Instead, the CFA functions solely to provide services to the community just as the city administration does. These services are to organize and operate the Farmer's Market which brings fresh produce to the community members and encourages local farmers to produce fresh local produce, too, which provides income for them.

The Community Garden is our other main activity. The water supplied by the city is much appreciated but again, there is no direct benefit to the CFA Board. At least half of the food produced in the garden plots maintained by the CFA is donated to Sharing Hands, Meals on Wheels and the Senior/Vets bi-monthly meals. This is a great benefit to the low-income elderly of our community. A small amount is sold at the Market with the proceeds benefiting other community projects.

The CFA undertakes to raise the money to pay a salary to Diane Remior for managing both the Market and the Garden. We have used our limited income to purchase a storage shed, tools and supplies at the Garden. For the Market we have purchased tables and canopies, display boxes, carts, scales and more. Grants have been very helpful, here, too. The point we wish to make is that all the money we raise and all the effort we expend is to provide services for the community rather than for items or activities that directly benefit the CFA Board members.

The \$25 rental fee to be paid each month amounts to \$300 per year. The CFA Board can squeeze in another Munch Night or two, redouble our efforts to sell more produce and look for other ways to raise money but the small group of active CFA Board members, about five of us, are pushed pretty hard already in terms of our hours of volunteer labor and personal expenses. This is why we had assumed that the city would be interested in considering the CFA as a partner organization instead of a tenant. Thank you for your consideration.

Donald Lyon, Chairman ,Calapooia Food Alliance

S. Scott McDowell

From: S. Scott McDowell [admin@ci.brownsville.or.us]
Sent: Thursday, June 12, 2014 11:03 AM
To: 'Don Lyon'
Cc: 'cheryl Haworth'; 'Steve Brenner'; 'Kathleen Swayze'; 'Ron & Gini Bramlett'; 'Margy Riggs'
Subject: RE: Red Shed Agreement
Importance: High

Dear President Lyons & Members,

I will surely get your latest response in the record. I also feel it is appropriate to give a response on behalf of the City. Council and Staff genuinely appreciate the effort that is made by the Calapooia Food Alliance in our community. The Alliance is a tremendous asset to our community at large. I think it is also fair to say that the City's other non-profit groups such as Sharing Hands, Calapooia Watershed Council, the Art Association, the Chamber of Commerce, the Senior Center, the Linn County Pioneer Picnic Association and the American Legion, to name a few, play a tremendous role in our community. The City values all of these organizations as well.

The City would like to clarify the water issue. I feel that the City supplying water for the community gardens does benefit the Calapooia Food Alliance Board because it allows you to achieve a vital part of your organizational mission. The mission statement on the website reads, "The Calapooia Food Alliance facilitates and promotes healthy, local, sustainable food production and consumption." Council felt positive enough about your mission to donate over \$300 of water per year since 2007 at the current location and for a number of years prior to that at the Gerber site next to Pioneer Park.

The City also took the time to develop an agreement with the Central Linn School District for the current community garden site. The City negotiated the deal, put up the money the agreement requires and installed a meter that cost the taxpayers \$2,500, not to mention the labor used for these projects by the City Public Works Department. (The previous site cost over \$3,000 due to the distance the water line had to run to serve the site.) The City also allowed the Calapooia Food Alliance to keep all the money generated by the community gardens with very little oversight, a practice that is continuing. The City has allowed the use of the Red Barn since 2008 at no charge. During the course of that same time, many of the aforementioned groups have had to pay rent for their use of City space.

We certainly do not see any of our community partners as tenants, but Council has taken a fair amount of criticism over the granting of water among other things on behalf of the Alliance. The money Council grants is taxpayers money, not their money. Council does its best to try to keep things as equitable as possible among all of our community partners.



S. Scott McDowell
255 N. Main Street
P.O. Box 188

S. Scott McDowell

From: Betsy Roberts [betsyr@centurytel.net]
Sent: Friday, June 20, 2014 8:28 AM
To: S. McDowell
Subject: My two cents about the trash issue
Attachments: To the City of Brownsville.docx

Hi Scott,

I will not be attending the meeting on Tuesday, but wanted to give the City my input on the trash issue. I absolutely support the mandatory trash service ordinance. See attached.

Let me know you got this, thanks!

Betsy

To the City of Brownsville

Reference Upcoming meeting about mandatory trash service

From : Betsy

I've been a resident/homeowner of Brownsville for almost 9 years, and wanted to put my 2 cents in about the upcoming meeting about mandatory trash service in town. I will not be able to attend the meeting on the 24th so please consider my input via this correspondence.

I absolutely support mandatory trash service for every occupied home in Brownsville. I can't imagine anyone in my immediate neighborhood NOT having it but, apparently there are so many that do not subscribe that it has become an issue. Allowing trash to pile up is a health hazard, not to mention unsightly.

Since I am not an attorney I can't speak for the penalties and will let the City sort that out.

There are many small towns in Douglas County, to the south of us, that don't even have the option, and their County Dump is only open one day a week. I have family down there and they would give anything to have regular trash service.

It really is a small price to pay and you'd pay that anyway in fuel taking your trash to the dump, unless those objecting are the ones who dump on the roadside?

Thank you. I look forward to reading about the outcome of this matter.

Betsy Roberts

S. Scott McDowell

From: BRiley@linnsheiff.org
Sent: Monday, June 16, 2014 10:22 AM
To: S. Scott McDowell
Subject: Re: Brownsville, OR - Citations Routing Request

Good Morning Scott:

I have forwarded this info to Captain Guilford so he can share this with the troops.

Thanks and have a great Monday!

Bruce



Sheriff Bruce Riley

Linn County Sheriff's Office
1115 SE Jackson St.
Albany, Oregon 97322
541-967-3950
FBINA 227th

Keeping the peace with dignity, honesty & compassion.

☞ "S. Scott McDowell" ---06/15/2014 11:08:00 AM---Good Morning Sheriff Riley,

From: "S. Scott McDowell" <admin@ci.brownsville.or.us>
To: "Bruce Riley" <briley@linnsheiff.org>,
Cc: "Sergeant Brad Kelley" <bkelley@le.linn.or.us>
Date: 06/15/2014 11:08 AM
Subject: Brownsville, OR - Citations Routing Request

Good Morning Sheriff Riley,

I would like to request on behalf of the City Council that should any of the Sheriff's Office personnel cite Gail Erickson, Tim McBride or Jeb DeZurney, three persons that live at 806 W. Bishop Way, for any future infractions that may be encountered that they be routed into Circuit Court instead of Municipal Court. The City does still request that any trespassing issues be forwarded to my attention. If you have any questions, concerns or would prefer a letter, please let me know. The Council appreciates your assistance on this matter!



City of Brownsville





THE RIGHT PARTNER CAN MAKE ALL THE DIFFERENCE.

CIS is about partnerships: the partnership between Oregon's cities and counties that created CIS, and the partnership between CIS members and staff that result in the best coverage for the lowest possible cost. Add personalized, value-added services that you won't find with traditional insurance, and you have The CIS Difference.

On the facing page, you'll see data about CIS service to your entity over the past year, as well as a snapshot of coverage, claims, and participation by entity staff in training and other CIS-sponsored events. A key to the data is below. Based on the numbers, you may want to encourage greater participation in our no-or-low-cost training activities, or inquire into grants for which your entity may be eligible. And of course, if you have questions, your CIS Risk Management Consultant, listed at the bottom of the next page, can always guide you.

On behalf of our Board of Trustees and staff, thank you for your continued membership. We look forward to another successful year of partnership!

Lynn McNamara
Executive Director

LINES OF COVERAGE

The various coverages in which your entity participates. Excess quake, flood, and crime, as well as Difference in Conditions, are associated with Property coverage; cyber liability is connected to General Liability coverage.

RISK MANAGEMENT ACTIVITY

Activities recorded by risk management staff on behalf of your entity. Please note that "return to work" does not include activities associated with specific workers' compensation claims.

3 YR. CLAIMS #S

A compilation of the number of Property/Casualty (non-employee benefits) claims and various transactions associated with those claims over the past three coverage years.

GRANTS

Return to Work: In some workers' compensation cases, a little extra help is needed to get an injured worker back on the job. CIS Return to Work grants supplement funds provided through the Employer-at-Injury Program.

Risk Management Incentive: Over a three-year period, members can use up to 25% of their 2013-14 liability premium, not to exceed \$5,000, on projects that will reduce liability claims. Members whose contribution exceeds \$30,000 can receive an additional \$2,500 in matching funds.

RISK MANAGEMENT SERVICES PROVIDED

EAIP: payments from the state Employer-at-Injury Program for worksite modifications and wages associated with workers' compensation claims.

Webinars: CIS conducts a variety of webinars, including monthly sessions on employment-related issues in which members can participate free of charge.

CIS Conference: The Annual Conference is CIS' premier training event. A grant is provided to each member entity to send one staff member free of charge, including conference meals and one night's lodging.

Pre-Loss Legal Events: Great legal advice on employment-related issues, at no cost! Each pre-loss event relates to consultation about a specific employee; each event often has several contacts with an attorney.

Learning Center Courses: CIS members have unlimited access to free online courses associated with the coverage in which your entity participates. CIS offers many in-person, on-site training courses as well.

BAC/Open Enrollment Meetings: Members of CIS Benefits have opportunities each year to provide input on CIS programs via the Benefits Advisory Committee (BAC) and to be in-the-know about upcoming plans for open enrollment.

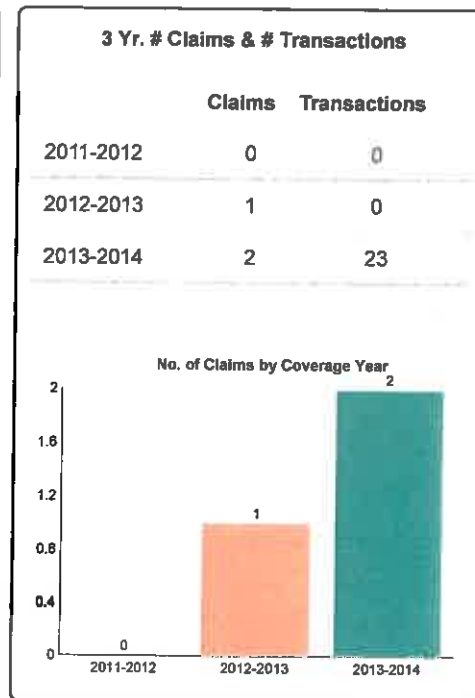


City of Brownsville 2013-14 Membership Report

Agent: Barker Uerlings Insurance

Lines of Coverage	
General Liability:	Yes
Auto Liability:	Yes
Auto Physical Damage:	Yes
Property:	Yes
Workers' Compensation:	Yes
Excess Quake:	No
Excess Flood:	No
Excess Crime:	Yes
Excess Cyber Liability:	No
Difference In Conditions:	No
Medical:	Yes
Dental:	Yes
Life:	Yes

2013 Risk Management Activity Member & Travel Time	
Topics	Hours
Best Practices:	0.00
Claims Analysis:	0.00
Ergonomics:	0.00
Inspection:	0.00
Return to Work:	0.00
RM Consulting:	2.50
Safety Committee:	0.00
Training:	0.00
Other:	0.00
Total Hours:	2.50



Risk Management Services Provided in 2013	
1. EAIP Work Mod Recovery Reimbursement: \$0.00 EAIP Work Wage Recovery Reimbursement: \$0.00	
2. Webinars Registered for in 2013: 2 Webinar Registrants in 2013: 2	
3. Attended the 2013 CIS Annual Conference: Yes The 2013 CIS Annual Conference Attendees: 2	
4. Pre-Loss Legal Events: 2	
5. CIS Learning Management System courses registered: 1	
6. Property Appraisal Completed: No	
7. Attended Benefits Advisory Committee/Open Enrollment Meetings: Yes	
8. Attended a Wellness Academy: No	

Grants in 2013	
Risk Management Incentive	\$0.00

Best Practice (BP) Survey Results			
BP Score	Max Possible Score	% Correct	% Correct Avg.*
General Liability			
146	190	77%	71%
Property			
28	36	78%	65%

*Average for all members.
Above % Correct Avg.
Below % Correct Avg.

Property and Liability Insurance Renewal Proposal

July 2014



Steve Uerlings, CIC, ARM, CRM
President

Michael G. Hoyt, CIC
Senior Account Executive

BARKER-UERLINGS INSURANCE
340 NW Fifth Street
541-757-1321
800-284-1321

June 13, 2014

June 13, 2014

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

Re: 2014 Insurance Renewal

As Agent of Record for the City of Brownsville, it is our pleasure to recommend the following program for the Property/Liability insurance coverages that renew effective July 1, 2014.

Property, Equipment Breakdown & Crime Insurance

We recommend the City purchase its Property, Equipment Breakdown, Scheduled Equipment and Crime coverages from **City County Insurance Services (CIS)** for an annual premium of **\$23,976**. Coverage includes a \$1,000 deductible on Property & Equipment Breakdown, and \$1,000 deductible on Scheduled Equipment & Crime. Overall, this is a slight increase of \$635 from last year's total property premiums, not including CIS discounting.

Tort & Automobile Insurance

We recommend the City purchase its Tort, Automobile Liability and Physical Damage from **City County Insurance Services** for an annual premium of **\$13,800**. This would provide a \$5,000,000 per occurrence limit and a \$15,000,000 policy aggregate for liability coverage including General Liability, Law Enforcement, Public Official, Employment Practices and Automobile Liability. This is an increase of \$2,923 compared to last year, as CIS is increasing the general and auto liability pricing for all members for this renewal.

Workers' Compensation Insurance

We recommend the City purchase its Workers' Compensation coverage from **City County Insurance Services** for an annual premium of **\$11,651**, including Oregon DCBS assessments. This is an increase of only \$86 over last year.

Summary

The total annual premiums as outlined above including our risk management consulting fee (but not including the workers' compensation coverage or the City's stand-alone NFIP Flood policy) would be **\$32,926**, which is an overall increase in premium of \$2,935 or 8.9% from last year.

Sincerely,



Steve Uerlings, CIC, ARM, CRM
President



Michael Hoyt, CIC
Senior Account Executive

**CITY OF BROWNSVILLE
PROPERTY INSURANCE RENEWAL ANALYSIS
FOR 7/1/2014 - 7/1/2015**

As of 6/13/2014

COVERAGE	2013 - 2014 CIS	2014 - 2015 CIS
Property	\$22,427	\$23,062
Buildings per SOV	\$22,495,871	\$22,775,631
Contents per SOV	\$1,864,388	\$1,901,675
Property in Open	\$104,990	\$401,047
Mobile Equipment	\$324,555	\$301,205
Deductible	\$1,000	\$1,000
Mobile Equipment Deductible	\$1,000	\$1,000
Earthquake	Included	Included
Limit	\$5,000,000	\$5,000,000
Deductible	\$25,000	\$25,000
Water Damage (Flood)	Included	Included
Limit		
Within Zones A or V	Excess of \$500K	Excess of \$500K
Outside Zones A or V	\$5,000,000	\$5,000,000
Annual Aggregate limit	\$5,000,000	\$5,000,000
Deductible	\$25,000	\$25,000
Equipment Breakdown	Included	Included
Limit	Per SOV	Per SOV
Deductible - Standard	\$1,000	\$1,000
Excess Crime (limits over \$50K inc. w/ property policy)	\$914	\$914
Employee Dishonesty Limit	\$400,000	\$400,000
Forgery/Alteration Limit	Included	Included
Theft, Disappear & Destruction	Included	Included
Computer Fraud	Included	Included
Deductible	\$1,000	\$1,000
TOTAL CIS PROPERTY	\$23,341	\$23,976

(1)

Footnotes:

(1) Premiums shown do not include CIS discounting – see summary page.

**CITY OF BROWNSVILLE
LIABILITY INSURANCE RENEWAL ANALYSIS
FOR 7/1/2014 - 7/1/2015**

As of 6/13/2014

COVERAGE	2013 - 2014 CIS	2014 - 2015 CIS
Tort Liability	\$8,774	\$11,103
Limit Per Occurrence	\$5,000,000	\$5,000,000
Annual Aggregate	\$15,000,000	\$15,000,000
Deductible	\$0	\$0
Employment Practices	Included	Included
Limit Per Occurrence	\$5,000,000	\$5,000,000
Annual Aggregate	\$15,000,000	\$15,000,000
Deductible	None	None
Employee Benefits Liability	Included	Included
Limit Per Occurrence	\$5,000,000	\$5,000,000
Annual Aggregate	\$15,000,000	\$15,000,000
Deductible	None	None
Automobile Liability	\$1,247	\$1,718
Limit Per Occurrence	\$5,000,000	\$5,000,000
Uninsured Motorists	\$1,000,000	\$1,000,000
Deductible	None	None
Automobile Physical Damage	\$856	\$979
Comprehensive Deductible	Per Schedule	Per Schedule
Collision Deductible	Per Schedule	Per Schedule
Total Premium	\$10,877	\$13,800

(1)

Footnotes:

- (1) Premiums shown do not include CIS discounting -- see summary page.
(2) For employment claims filed on or after 7/1/14, CIS members will contribute 10% of the paid claim costs, to a maximum of \$10K per claim.

**CITY OF BROWNSVILLE
RENEWAL PREMIUM SUMMARY
FOR 7/1/2014 to 7/1/2015**

Coverage	2013 - 2014 CIS	2014 - 2015 CIS
Property	\$22,427	\$23,062
General Liability	\$8,774	\$11,103
Public Official E & O	Included	Included
Employment Practices Liability	Included	Included
Automobile Liability	\$1,247	\$1,718
Automobile Physical Damage	\$856	\$979
Equipment Breakdown	Included	Included
Crime	\$914	\$914
Sub total	\$34,218	\$37,776
Multi Line Credit	(\$2,497)	(\$2,764)
Risk Management Allowance	(\$3,330)	(\$3,686)
Bonus Program Credit	\$0	\$0
Total CIS Package	\$28,391	\$31,326
P&C Risk Management Consulting Fee	\$1,600	\$1,600
TOTAL PREMIUMS	\$29,991	\$32,926

Total Dollar Change \$2,935
Total Percentage Change 8.914%

Footnotes:

(1) NFIP Flood Policy was renewed effective 2/28/2014 for annual premium of \$2,431.

2014 LGGP ADVISORY COMMITTEE

First Name	Last Name	Representing	Term Start	Term End	Term	Status	Title	Agency
James	McElhinny	Special Park Districts	4/10/12	4/10/16	1st	OK	Director of Park & Rec Services	Tualatin Hills Park & Recreation District
Rachel	Dials	Cities w/ population over 15,000	4/15/14	4/15/18	1st	OK	Recreation Superintendent	Ashland Parks & Recreation
Scott	McDowell	Cities w/ population under 15,000	12/6/10	12/25/14	1st	OK	Administrator	City of Brownsville
Susan	Roberts	Counties East of the Cascades	12/6/10	12/25/14	1st	OK	Commissioner	Wallowa Co Board of Commissioners
Jeroen	Kok	Counties West of the Cascades	4/10/12	4/10/16	1st	OK	Planning, Dev & Rec Manager	N Clackamas Parks & Rec Dist
Lori	Stirn	Public at Large #1	4/10/12	4/10/16	2nd	OK	Director	Hood River Valley Parks and Rec Dist
Bruce	Ronning	Public at Large #2	1/1/14	12/31/17	2nd	OK	Retired	
Warren	Jimenez	Public at Large #3 - Diversity	4/23/13	4/23/17	1st	OK	Assistant Director	Portland Parks & Recreation
George	McCart	People w/ Disabilities	12/6/10	12/25/14	1st	OK		
Kyle	Jansson	ORPD	12/6/10	12/25/14	1st	OK	Coordinator, Oregon Heritage Commission	Oregon Parks and Rec Dept
Mark	Cowan	OPRD					Coordinator, LGGP	Oregon Parks and Rec Dept
Steve	Kay	OPRD					Manager, Rec Grants Div	Oregon Parks and Rec Dept
							Revised: 4/15/14	

Ten member committee, 4-year renewable terms, limited to 2 terms.

Sunday, June 1, 2014

Allen Buzzard
220 School Ave
Brownsville, OR 97327

City of Brownsville
Attn: S. Scott McDowell, Administrator & Ordinance Enforcer
255 North Main Street
P.O. Box 188
Brownsville, OR 97327

REF: Historic View Estates, North Point PUD, School Hill Subdivision
SUBJ: Tall Grass, Weeds, & Noxious Vegetation Complaint

Dear Scott:

A visual inspection of unimproved vacant lots on **June 1, 2014** revealed nuisance violations (cf. photographic evidence enclosed) of **Brownsville Municipal Code Section 8.30.060**; particularly **grass more than 12 inches high and weeds more than 12 inches high** within the three adjoining subdivisions referenced above.

Besides being an eyesore for visitors to and guests staying at *Sanctuary on School Avenue* (a hybrid bed-n-breakfast on www.airbnb.com) during Brownsville's peak travel season, there is considerable risk of wildland fire threatening homes within these subdivisions. According to Predictive Services of the National Interagency Fire Center, the June, July, and August through September 2014 significant wildland fire potential forecasts will be above normal (2014, pp. 1-9). Similarly, the Northwest Interagency Coordination Center (NWCC) advised in its May 27, 2014 update that "live fuels are in full green up above 1500 feet and are showing signs of curing below 1500 feet" (2014, n.p.). Thus, the fire threat is real and not imagined.

Please take swift action to post and notify all offending property owners of their legal requirements to promptly abate the tall grass, weeds, and noxious vegetation.

Concerned homeowner & high property tax payer,


Allen L. Buzzard

Cc: Kevin Rogers, Brownsville Rural Fire District Chief

References

National Interagency Fire Center. (2014, June 1). *National significant wildland fire potential outlook* [Online PDF]. Retrieved from

http://www.predictiveservices.nifc.gov/outlooks/monthly_seasonal_outlook.pdf

Northwest Interagency Coordination Center. (2014, May 27). *PNW fuel status - PSA - NW03*. [Online table]. Retrieved from <http://www.nwccweb.us/predict/w3.aspx>



NOTE HEIGHT OF TALL GRASS, WEEDS, & NOXIOUS VEGETATION AT 5 FEET!

What to do When an Ethical Dilemma Involves your Elected Official

By Martha Perego

Any CEO, whether leading a private or public organization, knows that success can depend on first establishing a solid relationship with the governing body. The relationship, individually and collectively, must be built on a foundation of mutual trust and respect for the other's unique role and responsibilities. Local government managers face the added challenge of doing this publicly, despite competing interests and the pesky requirements of democracy.

When either party fails to understand its role or strays across boundaries, intentionally or not, the relationship can be strained or fractured. An elected official acting like a manager can create an ethical dilemma for the manager as well. Here are two real-world incidents that highlight ethical issues that can arise.

Incident #1

The takeaway from the new city manager's first council retreat was that public works was a real weakness in the organization. The manager promised to pay close attention to the situation and, after a year, concluded that the public works director lacked the technical and management skills needed to lead the department.

A significant amount of coaching and direction didn't seem to yield better results. The manager terminated the public works director and then informed the mayor and council. The following year, the wife of the now former employee ran for and won a spot on city council.

The new councilmember is highly critical of the manager's performance and prefers to address her concerns and complaints only in public forums. She also goes directly to staff to inquire about project status, get information, and issue requests for service. The manager met with the councilmember in an effort to get her to deal directly with him and identify the source of her discontent. Nothing has worked.

The manager next learned from a vendor that the councilmember called the vendor to determine why a project was not progressing on time and to demand better results. The

manager believed her action was improper! He wonders what his next step should be. Should the manager address this issue with the councilmember? Go to the mayor?

Many times elected officials are motivated by pure desire to serve the voters, and they wander into the manager's "territory" because they lack an understanding of the manager's role and how to get things done. Managers can help newly-elected officials understand the division of labor between elected officials and staff. Council retreats, orientations, presentations by corporation counsel, and regular discussions are all effective ways to build a strong understanding of roles and responsibilities and establish the ground rules for conduct of all parties. A low-key, one-on-one approach often is successful in resolving missteps and issues.

But the manager can't be expected to correct inappropriate upstream conduct. Governing body members must police the conduct of their peers and weigh in when it crosses boundaries. In this case, the manager should explain to the councilmember that her intervention is neither helpful for the project nor appropriate. The manager should also inform the mayor and request that the councilmember's conduct be addressed by her peers.

Incident #2

What do you do when the mayor is the offending party? One city manager faced that issue after the departure of the director of the city's performing arts center. The mayor then presented the manager with an ultimatum: rehire the director or meet with council in executive session called specifically to consider the manager's continued employment.

The director had resigned from the city following a media report that he had accepted many gifts from individuals doing business with the city and failed to follow the disclosure laws. The director had been competent, but his conduct violated city policy and the law and embarrassed the organization.

This was a deal breaker for the manager because all staff, including the director, had been through ethics training that specifically addressed the gifts issue. The manager had offered the director the option to resign or be fired.

The manager informed the mayor that he would not reconsider his decision and was glad to discuss his rationale with the full council in executive session. From the manager's perspective, this was not about power or territory but about preserving the city charter and rule of law. His ethical obligation is to resist encroachment on his professional responsibilities, to handle each personnel matter fairly and on the merits, and to do what is right—even at the cost of losing his position.

Governance coach Mike Conduff reminds both managers and elected officials of the importance of the team relationship: "It is hard to imagine an effective team environment where members don't know or operate within their roles. Visualize an airline pilot leaving the cockpit to serve drinks or a pitcher abandoning the mound to catch a fly ball in the outfield.

"Elected officials are critical in their governing role, and in order to be effective must be educated, trained and coached in that role. Managers can clearly assist with training, but mentoring and discipline rest largely with the mayor and governing body." We skip training camp at our peril!

Martha Perego, ICMA-CM, is the ICMA Ethics Director based in Washington, D.C. She can be contacted at mperego@icma.org.

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CALENDAR OF EVENTS

July 8-11, 2014

OCCMA Summer Conference, Mt. Bachelor Village, Bend

September 14-17, 2014

100th Annual ICMA Conference, Charlotte/Mecklenburg County, NC

September 25, 2014

OCCMA Fall Workshop, Eugene Hilton Hotel

October 23-24, 2014

Annual OCCMA Board Retreat, The Oregon Garden, Silverton

September 27-30, 2015

ICMA Annual Conference, Seattle/King County, Wash.

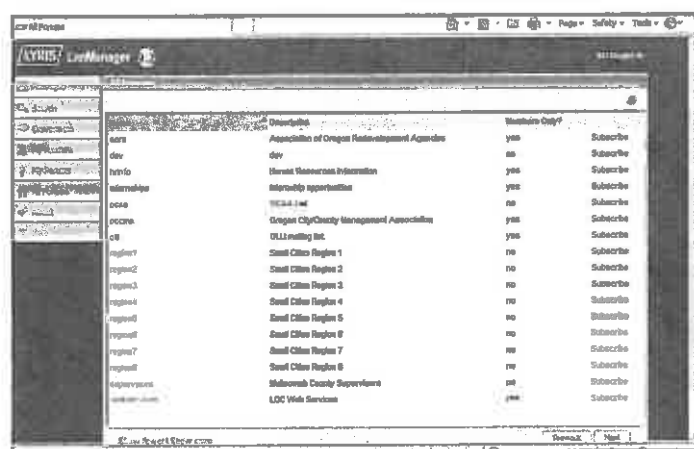
OCCMA Listserv –

Message Reduction and Management

Did you know that you do not have to receive all of the messages as individual e-mails? You can choose to get a digest of daily e-mails. You can also search for older e-mails, so there is not a need to save them on your computer.

This URL is your key: <http://list.orcities.org:81>. You will most likely get a pop-up screen asking you to log in.

Use your e-mail address as your user name and enter your listserv password. This will bring you to the Lyris ListManager. Click on "Discussion Forum" under Shortcuts and the screen will change to show your subscribed forums.



Select one of your forums and go to "My Account" to change your e-mail options. The "Membership Type" drop down list allows you to change how you receive e-mails; including stopping e-mails should you go on vacation, or getting a daily digest. Click on the "Help" button for a manual that explains the LYRIS program. The "Editing Your Settings" (selection 8) explains the options.

Remember a post from a while back? No problem. You can scroll through the messages back to November 5, 2003, or search for a subject. Clicking on the column heading will sort the list by date, by subject, by replies, or by author. Sometimes it takes a bit of searching or scrolling, but you can find those messages.

Inside the 'Unsession'

IF A WILD BOAR gets loose on the streets of Minneapolis, the state agriculture commissioner is personally required, by law, to track the animal down. That's just one of hundreds of outdated, unnecessary or just plain weird regulations on the books in Minnesota. (It's also a crime—a misdemeanor in fact—to sell fruit in an improperly sized container.) Cleaning up legislation like that is the idea behind an effort championed by Minnesota Gov. Mark Dayton, something he calls the "unsession."

The idea is to devote Minnesota's relatively short even-year legislative session—which typically runs only about 40 days—to legislative housecleaning and eliminating useless laws, as well as tackling weightier issues like simplifying the state's tax system. It's a notion that Dayton, a Democrat, has been pushing since he first ran for governor in the late

1990s. Now that he's got Democratic majorities in both the state House and Senate, he has been pushing the plan even more aggressively. The governor has identified more than 1,000 individual reforms for rules and laws across more than 20 state agencies and commissions. The measures in the crosshairs run the gamut from the ridiculous (state laws that regulate the size and color of bug deflectors) to the arcane but burdensome (eliminating a notice requirement from the duties of licensees for safe-deposit boxes). Among the bigger initiatives are efforts to dramatically shorten the timeline for many environmental permits and speed up the process for writing new administrative rules.

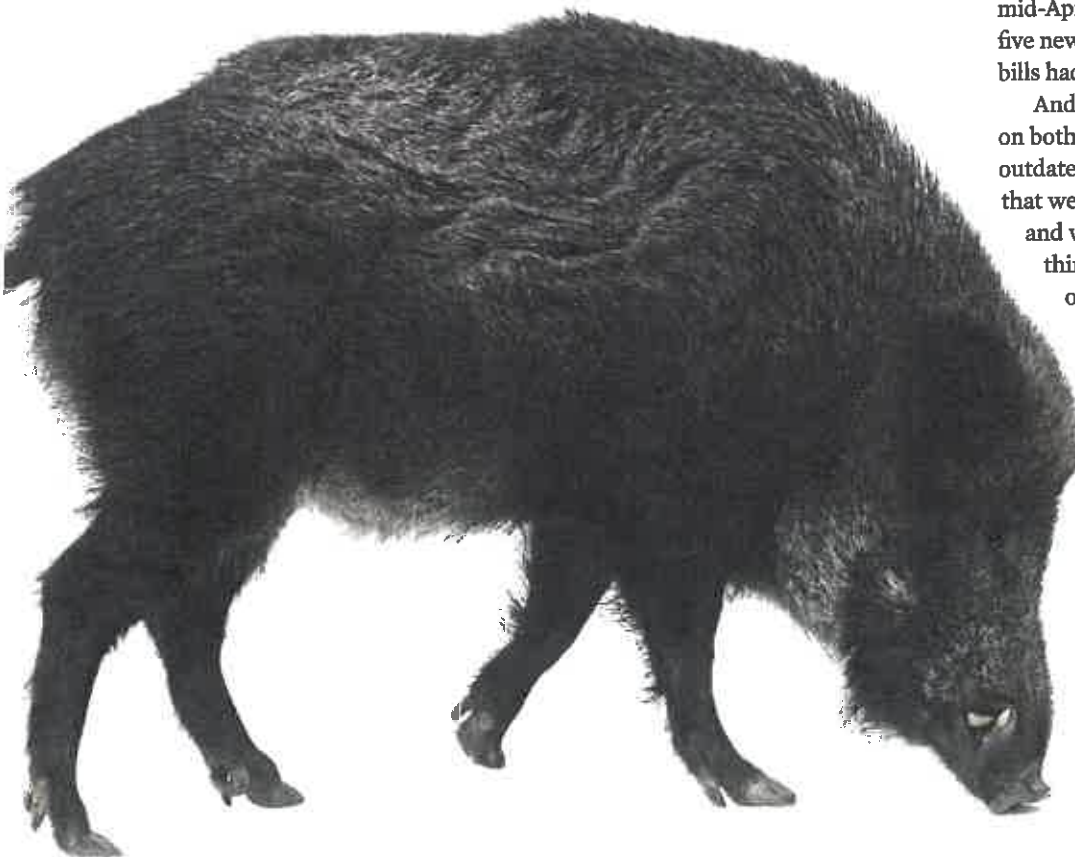
A regular legislative session, or even a special session devoted to a specific issue, can quickly get derailed by myriad concerns, says Rep. Gene Pelowski, a Democrat with nearly three

decades in the Minnesota Legislature. As an example, he points to special sessions on disaster relief funding. Minnesota's had six since 1997; four since just 2007. "You call a special session, and while it's immediately about the disaster, legislators flood it with bills," he says. "Then there's pressure on hearing other things, spending on other things." (One of Dayton's unsession bills would create a standing \$6 million fund to match federal disaster relief, reducing the need for special sessions.)

This spring's session saw mixed results. For one thing, the unsession initiative was initially overshadowed by deliberations over what to do with a \$1.2 billion state budget surplus. Debate over a proposed construction borrowing plan of about \$850 million also distracted lawmakers from Dayton's spring cleaning agenda. Still, some of Dayton's proposed reforms were taken up by legislators. By mid-April, 45 had been enacted through five newly signed laws, and another 12 bills had passed at least one chamber.

And there's been general agreement on both sides of the aisle that revisiting outdated laws is a good plan. "The idea that we should just be passing bills and we should just be adding on things, I think is an outmoded and outdated policy that the public is extremely jaded on," says Pelowski. "I think they're much more receptive if we look at government as something that is ongoing and could use fixing in every session."

—Chris Kardish



Minnesota Gov. Mark Dayton wants to update antiquated state laws, including a measure regulating the capture of wild boars.

MONTH END RECAP

	MAY 2014		YTD	%	Unexpended	
	REVENUE	EXPENDITURES				
1 GENERAL	\$ 18,340.57	\$ 68,952.53	\$ 555,286.24	50.52%	\$ 543,888.76	1
2 WATER	\$ 23,583.99	\$ 40,624.03	\$ 683,621.51	58.13%	\$ 492,378.49	2
3 SEWER	\$ 26,200.13	\$ 13,487.68	\$ 185,328.42	23.32%	\$ 609,271.58	3
4 STREETS	\$ 12,116.10	\$ 9,329.84	\$ 117,824.51	22.36%	\$ 409,225.49	4
5 WATER BOND	\$ -	\$ -	\$ -	0.00%	\$ 75,078.00	5
6 SEWER BOND	\$ -	\$ -	\$ 354,174.20	81.29%	\$ 81,525.80	6
7 SEWER DEBT FEE	\$ 11,130.77	\$ -	\$ 119,200.02	94.52%	\$ -	7
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 450,000.00	8
9 WATER RESERVE	\$ -	\$ -	\$ -			9
10 HOUSING REHAB	\$ -	\$ -	\$ -			10
11 WATER SDC	\$ -	\$ -	\$ -			11
12 SEWER SDC	\$ -	\$ -	\$ -			12
13 STORMWATER SDC	\$ -	\$ -	\$ -			13
14 BIKEWAY/PATHS	\$ 79.10	\$ -	\$ -			14
15 LIBRARY TRUST	\$ -	\$ -	\$ -			15
16 CEMETERY	\$ -	\$ -	\$ -			16
17 TRANSIENT ROOM TX	\$ -	\$ -	\$ -			17
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -			18
19 LAND ACQUISITION	\$ -	\$ -	\$ -			19
20 COMMUNITY PROJECTS	\$ -	\$ 1,655.00	\$ -			20
	\$ \$91,450.66	\$ \$134,049.08	\$ 8,428.32	6.94%	\$ 113,041.68	

KeyBank Accounts

General	\$ 70,221.37
Utility	\$ 19,000.01
Park	\$ 9,175.00
Court	\$ 2,442.59

Oregon State Treasury	\$ 4,256,284.18
Community Improvements	\$ 5.13

2013-2014	YTD	% of Total
Appropriated	\$ 341,963.01	31.11%

DEBT Payments

Water	\$ 54,927.00
Wastewater	\$ 396,307.00

Total Debt

Water	\$ 1,349,225.00
Wastewater	\$ 12,371,610.00
Total	\$ 13,720,835.00