



# CITY OF BROWNSVILLE

**Council Meeting**  
Tuesday – May 27<sup>th</sup>, 2014

**Regular Session 7:00 p.m.**

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# CITY OF BROWNSVILLE

## Council Meeting

City Hall – Council Chambers

Tuesday, May 27<sup>th</sup>, 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: April 22<sup>nd</sup>, 2014  
*Budget Committee: May 8<sup>th</sup>, 2014*
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
  - A. Proposed Use of State Revenue Sharing
  - B. Budget Hearing FY 2014-2015
- 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 (*Second Reading*)
  - B. R 2014.08: Electing to Receive State Revenue Sharing

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.



#### 10) ACTION ITEMS:

- A. Authorize Weed Season Advertisement
- B. Authorize Flower Agreement – 729 N. Main Street
- C. Authorize Millhouse Sanitary Sewer Bid Advertisements
- D. Calapooia Food Alliance Agreement

#### 11) DISCUSSION ITEMS:

- A. Acknowledge Tax Rolls
- B. KeyBank Update
- C. Mazurek Fence & Right-of-Way Infringements
- D. Water Line Projects
- E. Sage Street & Voight Update
- F. Senior Center Phone Update
- G. Medical Marijuana Moratoria Committee
- H. April 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 (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.



## Council Minutes

April 22<sup>nd</sup>, 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 and City Administrator Scott McDowell were also present.

**PUBLIC:** Kaye Fox, John Morrison, Sweet Home Sanitation's Josh Metcalf & Scott Johnson, John Voight, Claire Gerber, Elizabeth Coleman, Tim McBride, and Larry & Karen Bowman.

The Pledge of Allegiance was recited.

**ADDITIONS AND DELETIONS:** Mr. McDowell advised Council that Madeline Decker was unable to attend tonight due to illness. She will be rescheduled for next month. Mr. McDowell added discussion concerning Tour DaVita, Brownsville Municipal Code Language, and the Linn County Commissioners & Bi-Mart Willamette Country Music Festival.

**MINUTES:** Council reviewed the minutes of the March 25<sup>th</sup>, 2014 meeting. *Councilor Cole moved to approve the minutes as presented. The motion was seconded by Councilor Chambers and was approved unanimously.*

### **PUBLIC HEARINGS OR PRESENTATIONS:**

***John Voight (Vacate Sage Street)*** – Mr. Voight recently purchased a large piece of riverfront property that runs along the south side of his property line. His original request to the City was to vacate Sage Street. He was told that this vacated street would then revert to the three adjoining properties. After a conversation with Linn County Surveyor's Office, Administrative Assistant Elizabeth Coleman was informed that it appears this is not legally possible because Sage Street is part of the Galbraith's Addition. Mr. Voight's newly purchased property is part of another subdivision. Mr. McDowell reminded Council that on any unimproved street, developers are required to develop to City standards and to the Brownsville Municipal Code. Mr. McDowell feels there could be a couple of options available to Mr. Voight, 1) if the City were to vacate Sage Street, Mr. Voight would have to gain egress from adjacent property owners, or 2) the City could grant an easement to Mr. Voight access to his property on this unimproved street with specific conditions regarding the development of a private access road. The City would not pay for improvements to this unimproved street. *A motion was made by Councilor Cole to allow City Staff to move forward with researching a possible, mutually agreeable solution for this issue. The motion was seconded by Councilor Chambers and was approved unanimously.*

### **DEPARTMENT REPORTS:**

1. **Sheriff's Report.** No report tonight.
2. **Public Works.** Mr. Frink reported that the Oregon Health Authority (OHA) conducted their annual inspection. There were a few minor findings, most have already been corrected. McFarland Cascade work continues out on Highway 228. While installing the sewer main, they incurred some major logs and stumps in the ground. This discovery cost them extra time as they were drilling across the



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highway, but everything is now installed across the roadway. The roadway patch is rough right now, but they are waiting for the road to settle, and then they will come back and complete the smooth, permanent road patch according to ODOT standards and conditions that are a part of McFarland's ODOT permit. New LED streetlights have been installed from the bridge north. The lights should last for 100,000 hours, roughly 15 years. Mr. Frink reported that his computer recently crashed. He has spent considerable time and effort recovering data and getting the computer functioning again. Mayor Ware remarked on a tree on Spaulding that is impeding passage on the sidewalk. Mr. Frink remarked that he had just seen it today, and Public Works will take care of it. Council inquired about recent vandalism. Mr. Frink informed Council that there has been nothing significant at this time.

3. Administrator's Report. – Mr. McDowell reported that a letter has been sent to Jefferies regarding their SDC fees owed. The Jefferies have been in contact with City Hall, and are making arrangements to execute the payment agreement as authorized by Council at the last meeting. The Linn County Sheriff's Office MOU has been executed and has been sent back to the County for finalization. The medical marijuana moratorium has been appropriately filed with the OHA. There is an unsafe structure on Calapooia Street, and City Staff is working with the property owner to address the problem. Phase I of the City Hall project is awaiting bids, and will then get underway. Mike Sossie will be here tomorrow to coat the Rec Center floor, and we will also get a bid to recoat the bleachers and the stage. The gym will be closed until May 5<sup>th</sup> to allow the floor to completely cure and dry.

The Bishop Royale project is underway. The property is located on OR 228 between Dr. Glenn's Office & Sharing Hands. Staff has been in contact with the property owner and developer ensuring that they comply with all appropriate codes and requirements. There will be three (3) separate sewer connections included with this property for future possible needs. The MOU with the CFA has been developed and forwarded to them, requiring a \$50/month rental fee. Feedback was received stating this amount may be too much. Mr. McDowell encouraged them to send Council a counter offer. Mr. McDowell indicated that this is his last year on the OPRD Board. If it is necessary and productive, he will stay on for another four year term. He will report back to Council after the upcoming sessions. McDowell is also with the Visit Linn Coalition and the Ford Foundation Go Team. Mr. McDowell will type up a brief synopsis with the highlights of the annual Council Goals Retreat and place some of the changes in the Goals language that is a part of the monthly Council packet. It is insurance renewal time. Mr. McDowell and Mr. Frink are collectively working on this project. The deadline is April 30<sup>th</sup>, 2014. Councilor Boyanovsky inquired about the date for the placement of the new fountain down at Kirk's Ferry Park. Mr. Frink said that Public Works should have it installed by June.

4. Library Report. Mayor Don Ware informed Council that Ms. Lemhouse is the spokesperson for the Dolly Parton Imagination Library, and does a wonderful job of it.
5. Court Report. No comments.
6. Council Comments. Mayor Don Ware would like to request the opportunity to have the speed reader sign around town in a couple of key locations. McDowell will contact the Linn County Sheriff's Office with this request.



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7. Citizen Comments. Kaye Fox expressed her sadness that the Seniors would have to suspend their walking program in the Rec Center until May 5<sup>th</sup>.

### LEGISLATIVE:

1. O 744: Cross-Connection Program Modification (First Reading). *Councilor Gerber made a motion to read Ordinance 744 by title only. Councilor Shepherd seconded the motion and it passed unanimously.* Mayor Ware read the ordinance by title only. Mayor Ware then opened the floor for Council discussion. Mr. McDowell reminded Council that this ordinance has been in the works for awhile. Mr. McDowell received language from OHA, sent it back to them with the appropriate Brownsville updates/changes, and they approved it and returned the ordinance to the City. Mr. Frink explained to Council the need for backflow devices and how they protect the water system. *Councilor Shepherd made a motion to pass O744 as written and as an emergency, taking effect immediately. Councilor Van Sandt seconded the motion, and it passed unanimously.*
2. O 745: Universal Residential Service (First Reading). *Councilor Gerber made a motion to read Ordinance 745 by title only. Councilor Boyanovsky seconded the motion and it passed unanimously.* Scott Johnson and Josh Metcalf from Sweet Home Sanitation were present to discuss implementing a universal residential service within the City of Brownsville. McDowell explained that the City requested this proposed change due to nearly a dozen trash complaints last Summer alone. Mr. McDowell 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 per 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 Chambers commented that she has talked to a few people who have had their service disconnected due to nonpayment. Councilor Van Sandt commented that truly \$11 works out to about \$2.50 a week. Councilor Cole thought the \$11 is a reasonable price for the community health benefits of having weekly trash service. Councilor Boyanovsky stated that he would like to do a little more community research on the matter before a Council vote. Mr. McDowell commented that this will take a little bit of overall administration since it will be linked to the utilities, but that it is a good value for residents and should reduce pestilence from neighborhoods. Scott Johnson also added that with more users on the service will lower the overall cost of service delivery. Mr. McDowell said the City has been implementing gradual increases each year instead of having a huge jump in rates in one year.
3. R 2014.06: Annual Verification of Services for State Revenue Sharing. *Councilor Gerber made a motion to approve R 2014.06 as presented. Councilor Van Sandt seconded the motion and it passed unanimously.*



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4. R 2014.07: Annual Workman's Compensation Coverage Declaration. Councilor Cole made a motion to approve R 2014.07 as presented. Councilor Boyanovsky seconded the motion and it passed unanimously.

### ACTION ITEMS:

1. Senior Center Agreement. Councilor Van Sandt made a motion to authorize Mayor Don Ware to sign the Senior Center Agreement as was approved by Council at the January 28<sup>th</sup>, 2014 meeting. The motion was seconded by Councilor Cole and it passed unanimously.
2. Joe Ervin – Dam Run Closure. Mr. Ervin is requesting approval for a road closure for a dam run event on Sunday during Pioneer Picnic from 6:00 a.m. to 11:00 a.m. Park Avenue will be closed from Main Street to Averill Street. The Linn County Pioneer Picnic Association will be responsible for making sure the signs and barricades are in place. Councilor Cole made a motion to approve this road closure. Councilor Gerber seconded the motion and it passed unanimously.
3. Annual OLCC License Renewals. Councilor Gerber made a motion to approve the annual OLCC License Renewals. Councilor Cole seconded the motion and it passed unanimously.
4. Authorize Annual Linn County Pioneer Picnic Letter. Councilor Shepherd made a motion to authorize the annual Linn County Pioneer Picnic Letter. Councilor Van Sandt seconded the motion and it passed unanimously.

### DISCUSSION ITEMS:

1. Key Bank Update. Mr. McDowell continues to meet with various financial institutions regarding locating in Brownsville. All inquiries will continue to be funneled through building owner Bob Anderson. The current KeyBank Office will close on June 6<sup>th</sup>, 2014.
2. Central Linn School District Meetings. Mr. McDowell reported that Central Linn School Superintendent Brian Gardner has concluded the community meetings regarding the possibility of building new schools somewhere in the Central Linn community. The final meeting was held on April 17<sup>th</sup> at 6:00 p.m. at the Shedd Fire Hall. Superintendent Gardner has stated that he will have some workshops with the School Board, but is unclear at this point what the next steps will be. Overall, maintenance and new building costs seemed to be the biggest concerns for the public attending the meetings.
3. Swap Meet and Central Linn Rec Center. Ms. Laura Meckle is in charge of the Swap Meet this year at the annual Antique Fair. She initiated contact with the Central Linn Rec Center to get permission to hold the swap meet on the baseball field at the south end of the Park. CLRA Board expressed concern over the ever-present possibility of rain, and the damage that could potentially be caused. The well field was suggested as an alternate location to hold this event, and Ms.





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Meckle thought this new location would serve her purpose well. Mr. McDowell has provided Council with an addendum to the Chamber of Commerce MOU that would reflect these changes. Ms. Meckle also requested that RV camping be allowed to pay a lower than normal fee to encourage vendors to attend the event. In order to avoid confusion, Council would like to stay with the standard RV rate for this event. *Councilor Gerber made a motion to approve Chamber of Commerce Addendum, and to use standard rates for RV camping. Councilor Cole seconded the motion and it passed unanimously.*

4. Budget Meeting – 04.24.2014 at 7:00 p.m. Mr. McDowell reminded Council that the annual budget process will start this week with the first meeting Thursday night.
5. 2014 Bi-Mart Willamette Country Music Festival. Mr. McDowell reported that there will be a meeting at the Linn County Commissioner's office tomorrow, April 23<sup>rd</sup>, 2014. The Commissioners are expected to make a ruling on the Outdoor Mass Gathering (OMG) permit. There has been an alternate traffic plan proposal which will basically have traffic flowing through Brownsville from Seven Mile Lane, down Kirk Avenue, and out to the festival. Mr. McDowell remarked that this plan could increase shoppers for local businesses. Mr. McDowell is also asking for Council to approve a letter to the Commissioners indicating the City's support of this proposed traffic plan as requested by Commissioner Nyquist. Council authorized Mr. McDowell to send the letter.
6. Randy's Main Street Fourth of July Celebration. Mary Parker is helping Randy make posters for this event. She would like to put "In cooperation with the City of Brownsville" on the bottom of the poster. *Councilor Van Sandt made a motion to approve this poster language. Councilor Boyanovsky seconded the motion and it passed unanimously, with Councilor Gerber abstaining.*
7. Arnold Poole Letter. McDowell reported that the City has received a letter from the Boys Scouts thanking the City Staff for their help in facilitating their Winter Camporee.
8. Tour DaVita (Bicycle Tour). Tour DaVita is a national charity fundraising event that promotes awareness of kidney disease and has scheduled a lunch stop for the Brownsville Park on September 14<sup>th</sup>, 2014. They will be setting up tents in the prairie/meadow on Saturday, September 13<sup>th</sup>, 2014. There is a family reunion scheduled for Saturday, but that group is fine with allowing Tour DaVita to use the park as well. *Councilor Gerber made a motion to authorize Mr. McDowell to go forth with the Tour DaVita group and negotiate an agreement. Councilor Cole seconded the motion and it passed unanimously.*
9. Mayor Proclamations (Older Americans Month and Mental Health Month). Mayor Don Ware advised Council that he will be declaring the month of May to be Older Americans Month (60+ years old), and also Mental Health Month. He asked if there were any objections from Council. Council supported these proclamations.



## Council Minutes

10. Tim McBride. Tim McBride was present to lodge a complaint with Council regarding his neighbor's behavior, namely Jad Lemhouse. He stated that Judge Lemhouse has been harassing him and his family for years, and is misusing using his position with the City to do so. Mayor Don Ware asked Mr. McBride what he would like the Council to do for him. Mr. McBride stated that he would like the City to investigate his allegation against Mr. Lemhouse and proceed from there. Councilor Cole stated that she did not feel comfortable talking about an employee's performance without being in an executive session. *Councilor Cole directed Mr. McDowell to look further into this situation through the City's legal counsel to determine the proper course of action. Councilor Gerber seconded the motion and it passed unanimously.*

11. February Financials. No questions or concerns.

CITIZEN COMMENT: No additional comments.

COUNCIL COMMENTS: No additional comments.

EXECUTIVE SESSION: The Council adjourned to Executive Session at 8:44 p.m. pursuant to ORS 192.660 Section (e).

Mayor Ware & Council returned to Regular Session at 8:54 p.m.

Council directed Mr. McDowell to decline the offer to purchase property on behalf of the City.

Council discussed thoughts regarding the McBride concern and possible strategy to carefully review the allegations and try to find some peace for these two neighbors. Councilor Chambers was adamant about reaching a solution quickly.

ADJOURNMENT: *Councilor Shepherd moved to adjourn.* The meeting was adjourned at 9:04 p.m.

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City Administrator S. Scott McDowell

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Mayor Don Ware



## Budget Committee Minutes

May 8<sup>th</sup>, 2014

Members of the Budget Committee met this day in regular session at City Hall, Brownsville, Oregon at 7:00 p.m.

**Present:** Mayor Don Ware, Councilor Gary Shepherd, Councilor Rob Boyanovsky, Councilor Lynda Chambers, Councilor Carla Gerber, Theresa Wilhelm, Marilyn Grimes, Kaye Fox, June Schlosser, Rick Dominguez, Don Andrews, Administrative Assistant Tammi Morrow and Budget Officer S. Scott McDowell.

**Absent:** Ed Hudson, Councilor Cole, and Councilor Van Sandt.

**Public:** None.

**Presiding:** Chairman Rick Dominguez.

The pledge of allegiance was recited.

Chair Dominguez asked Marilyn Grimes to perform roll call. Roll call was taken and duly noted above. *Kaye Fox made a motion to approve the May 1<sup>st</sup>, 2014 minutes as presented. Don Andrews seconded the motion and it passed unanimously.*

PUBLIC COMMENT. Chairman Dominguez called for public comment. No public was present.

PROPOSED USES OF STATE REVENUE SHARING. Mr. McDowell stated one more notice will run in *The Times* concerning the proposed uses of State Revenue Sharing. The City has historically used State Revenue Sharing funds to help pay the power bill for street lights for public safety.

BUDGET OVERVIEW AND QUESTIONS. Chairman Dominguez called for questions from the Committee in regards to the Budget. Mr. McDowell pointed out the changes to page 14, line 2 and page 17, line 22. Inadvertently an extra 0 was added making \$3,500 into \$35,000. Staff has corrected this error as now reflected on these pages.

### APPROVE THE 2014-2015 BUDGET & RECOMMEND TO COUNCIL.

*Councilor Gerber moved to approve the full permanent tax rate of \$6.9597 per \$1,000 assessed valuation. The motion was seconded by Councilor Shepherd and was approved unanimously.*

*Mayor Don Ware moved to approve the levy amount needed for the Wastewater Bond Debt in the amount of \$218,720. The motion was seconded by Kaye Fox and was approved unanimously.*

*Kaye Fox moved to approve the levy amount needed for the Water Bond Debt in the amount of \$58,663. The motion was seconded by Councilor Shepherd and was approved unanimously.*

*Chairman Dominguez moved to acknowledge the Cost of Living Adjustment for the upcoming fiscal year as 1.5 percent. The motion was seconded by Councilor Chambers and was approved unanimously.*

*Mayor Ware recommended the continued historic use of State Revenue Sharing to help fund streetlights within the City and recommend the same to Council. The motion was seconded by Kaye Fox and was approved unanimously.*

*Councilor Gerber moved to approve the 2014-2015 Budget as amended and to recommend the same to Council. The motion was seconded by Mayor Don Ware and was approved unanimously.*

**ADJOURN.** Mayor Ware moved to adjourn the meeting at 7:12 p.m. The motion was seconded by Councilor Cole and was approved unanimously.

ATTEST:

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S. Scott McDowell  
Budget Officer

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Don Ware  
Mayor



## City Administrator Report

May 27<sup>th</sup>, 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.



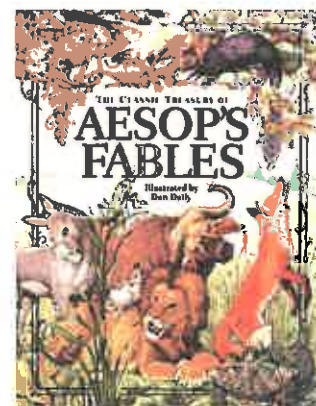
After all is said and done, more is said than done."  
 – Aesop

"He who does not prevent a crime when he can, encourages it."  
 – Seneca



"We cannot do everything at once, but we can do something at once."

– Calvin Coolidge



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

**Proposed Use of State Revenue Sharing** - Mayor Ware will open the floor to anyone from the public wishing to speak or make recommendations for State Revenue Sharing.

**Budget Hearing FY 2014-2015** – 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)** – 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.

**R 2014.08: Election to Receive State Revenue Sharing** – Each year Council must submit this resolution in order to receive State Revenue Sharing dollars. This year we must have a public hearing at the first part of the Council meeting to cover the second public hearing. We have done this as an "overkill" measure in the past, however, since the second notice did not get the full measure of time required for the Budget Committee meeting, we decided to cover the requirement at Council meeting.



Should Council decide to change the proposed use, we will need to schedule an additional Council meeting to meet the requirements of the State law.

**Authorize Weed Season Advertisement** – Staff discuss this with the Mayor and several Councilors so that the advertisement could be placed in the paper in a more adequate time frame for residents.



**Authorize Flower Agreement** – Included in the packet is a possible agreement for 729 N. Main Street. This agreement will be part of a broader discussion involving City right-of-ways. The City must get to a better solution on right-of-way management that can become a win-win for residents and the City.

**Authorize Millhouse Sanitary Sewer Bid Advertisements** – 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 14<sup>th</sup> through the 18<sup>th</sup> and have a recommendation to Council for the July 22<sup>nd</sup> meeting. The project could begin as early as August 4<sup>th</sup> with a finish date as late as October 31<sup>st</sup>.

**Calapooia Food Alliance MOU** – 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.

**Red Barn Initiatives** – *From previous meetings:* Kathleen Swayze and volunteers have done a great job cleaning up the Barn and getting into the foot print we discussed. Karl & I have discussed a great alternative for the space. I have reviewed that information with Kathleen & Steve Brenner and they like the plan too. The plan consists of building a wall and delineating the bays. The City has some revamping to do. Council should consider entering into an MOU for the use of the space... On January 15<sup>th</sup>, 2013, I met with Don Lyon & Kathleen Swayze of the Calapooia Food Alliance to discuss entering into a Memorandum of Understanding for the use of the Red Barn. The City would like to reclaim the space for operations and equipment. I will provide an oral update at the meeting.

**Acknowledge Tax Rolls** – Every year staff provides a list for Council to include with the budget that goes to the County Assessor's Office for inclusion on the tax rolls. Council acknowledges this to ensure there is no confusion in the process of leaning the property.

## KeyBank



**Update** – The Historic Review Board approved a modification to the ATM machine in an effort to expedite the process and also to work out contractual issues between the property owner



and the Bank. Property Owner Bob Anderson continues to work diligently on finding a new financial institution for the space. We recently learned that two potential suitors will not be able to provide financial services. I will have an oral update for Council.



**Mazurek Fence & Right-of-Way Infringements** – This issue will also be discussed with the right-of-way concerns and will be a part of the presentation.

**Water Line Projects** – 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.

**John Voight & Sage Street** – 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.

**Senior Center Agreement** – The agreement has been finalized and executed. The City forwarded payment per the agreement last week. Staff made sure that CenturyLink correctly transferred the phone number to the Seniors account. The CenturyLink bill should be correct in the month of June. Additional staff time may be needed depending on CenturyLink's ability to get the switch correct.

**Medical Marijuana Moratoria Committee** - This idea was discussed at one of the public hearings a few months ago. I have discussed some of the details with Gayle Simpson. Mayor Ware and I have also discussed this at length. I would like to have a discussion with Council about the timeframe and possible implications of other factors for creating such a committee. There is another issue that Council must review regarding the dispensing of medical marijuana among cardholders. I will provide a brief oral report.



**O 744: Cross-Connection Program Modification (Outcome)** – The Oregon Health Authority appreciated the quick response and have deemed our inspection complete thanks to the work of Council and Public Works Superintendent Karl Frink. I have included a copy of the inspection for your review. Code Publishing suggested a change in one section of the ordinance that I failed to erase. We simply made a red line correction on the ordinance and Code Publishing put the proper version on-line. I had inadvertently left the criminal language from the City of Cottage Grove which isn't applicable because our Code does not have the same provisions.



**Complete: Senior Center MOU** – The Seniors have executed the agreement in your packet.





**Pending: Central Linn School Meetings** – No new news.

**Sandy Sayer & Willamette Country Music Festival Facilitation** – Included in the packet is an e-mail that was sent to Linn County's Rick Partipilo regarding this meeting. Mrs. Sayer asked if I would serve as facilitator for this discussion. Hopefully, it will lead to more positive outcomes in the future for all parties involved.



**The Festival & the Linn County Commissioner's Office** – 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.

*From 04.22.2014:* The next hearing will be April 23<sup>rd</sup> at 10:00 a.m. at the Courthouse. Council Van Sandt also forwarded an e-mail to Commissioner Tucker which I have included for your review.

### ***What is Council being asked to do?***

Commissioner Nyquist is requesting that Council sign off on the new traffic plan which directs traffic off of I-5 at OR 34, down Seven Mile Lane, through Brownsville and out Northern Drive as an alternate route.

**OLCC License Renewals** – 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.

**Linn County Pioneer Picnic Letter** – 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.

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

**Randy's Main Street Fourth of July Celebration** - Mary Parker wanted me to convey her gratitude for Council's gesture regarding the event and poster.

**Dread Pirate Roberts Explanation** – Mayor Ware had a question about this reference from the Retreat Notes that were provided the Councilors. The reference refers to a character in the novel *The Princess Bride* which was adapted for film in 1987 by Hollywood Director Rob Reiner. The basic conceptual take away is that Council members will hand down basic decorum, process, institutional knowledge and experiences to new Council members over the course of time. By focusing efforts on training and Councilor development, continuity of government will be the outcome.





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

*Fortunately, most situations that have been developed over the last few weeks have been about topics and conversations Council is already addressing or working on.*

### STATUS UPDATES – Projects, proposals and actions taken by Council

**Jeffery SDC Agreement** – Staff sent the agreement on March 30<sup>th</sup>, 2014. The City has received no word to date.

**Art Association Letter** – Enclosed is a letter the City sent on behalf of the Association for their grant request.

**Unsafe Structures** – 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** – *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 4<sup>th</sup>, 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** – 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** – The costs have been budgeted for FY 2014-2015.



**Active: City Hall Restoration** – The City awarded the contract to Mr. Swartzendruber that will be key in completing Phase I of the City Hall project. Public Works Superintendent Karl Frink and the Public Works crew will be vital in completing this project before the end of this fiscal year.

*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** – 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 4<sup>th</sup>, 2014 through August 26<sup>th</sup>, 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.



*From 01.29.2014 meeting:* I have spoken with the Mayor and Councilors Shepherd, Cole & Boyanovsky about running for office again. I will provide a brief review of those conversations at the meeting.

**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 19<sup>th</sup>.

*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 1<sup>st</sup>, 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** – The costs, as approved by Council at last meeting, have been budgeted for FY 2014-2015.

**Pending: Water Rights** – *From 12.17.2014:* 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.

**Active: Unsafe Structures (Pine Street)** – Progress continues.

*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** – 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.

**Complete: Central Linn Rec Center Flooring** – *From 04.22.2014:* Mike Sossie will be performing gym floor maintenance April 23<sup>rd</sup> through April 25<sup>th</sup>. CLRA President George Frasier will keep all parties off of the floor through May 4<sup>th</sup>, 2014 to make sure the floor properly cures.

**Pending: Canal Company Update** – 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 6<sup>th</sup>, 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 5<sup>th</sup>, 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 28<sup>th</sup>, 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 22<sup>nd</sup>, 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 4<sup>th</sup>, 2012 meeting:* Darrin Lane Stopped for a visit on August 7<sup>th</sup> 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** – 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 May 21<sup>th</sup>, 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 May.
- *Distribution System* – Three water leaks this month. One two inch main PVC glue joint failed on Templeton Street, a broken service line on Robe Street and one broken water meter on Kirk Avenue.
- *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. The weeds have been sprayed at this facility.
- *Misc.* - The deficiencies on the Sanitary Survey conducted by the Oregon Health Authority have all been corrected and approved.

### Sewer:

- *North Lagoons* – Public Works will be mowing and spraying weeds at this facility in the upcoming weeks.
- *South Lagoons* – Public Works will be mowing and spraying weeds at this facility in the upcoming weeks.
- *Collection System* – No sewer problems this month!
- *Misc.* – The new sewer crossing for McFarland Cascade is complete.

### Streets:

- *Mowing/Tree Maintenance* – Trees are trimmed on an as-needed basis.
- *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 weekly as well. The new park hosts, Lamont and Georgian Davis have arrived and are learning their tasks at the park. The weeds have been sprayed at this facility.
- *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, trimmed and grass clippings picked up for Memorial Day weekend.

**Library:**

- *Grounds* – Mowing have begun at this facility.
- *Buildings* – A door lock has been repaired and several lights fixed.

**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.
- *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: April**

<b>TRAFFIC CITATIONS:</b> -----	<b>8</b>
<b>TRAFFIC WARNINGS:</b> -----	<b>2</b>
<b>TRAFFIC CRASHES:</b> -----	<b>0</b>
<b>ADULTS CITED / VIOLATIONS:</b> -----	<b>0</b>
<b>ADULTS ARRESTED:</b> -----	<b>2</b>
<b>JUVENILES CITED / VIOLATIONS:</b> -----	<b>0</b>
<b>JUVENILES ARRESTED:</b> -----	<b>0</b>
<b>COMPLAINTS/INCIDENTS INVESTIGATED:</b> -----	<b>45</b>

**TOTAL HOURS SPENT IN: BROWNSVILLE 212**

**70 PERCENT COVERAGE OF TWO DEPUTIES PER MONTH= 202 HOURS**

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

**By: Sgt. Brad Kelley**

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	ST #	ADDRESS	CITY	DESCRIPTION
141200439	4/30/14	22:50:12	THEFT-RPT	311	E WASHINGTON AV	Brownsville	No Additional Report Necessary
141200423	4/30/14	21:42:33	DOG COMPLAINT	311	E WASHINGTON AV	Brownsville	No Additional Report Necessary
141200417	4/30/14	21:33:26	FOLLOW UP-OUT OF CAF	1001	KIRK AV	Brownsville	No Additional Report Necessary
141200379	4/30/14	19:00:20	JUV-COMPLAINT	1001	KIRK AV	Brownsville	No Additional Report Necessary
141200099	4/30/14	9:02:36	WELF CHECK	903	ASH ST	Brownsville	Incident Report
141190112	4/29/14	9:28:19	IDENTITY THEFT	415	TEMPLETON ST	Brownsville	Incident Report
141190075	4/29/14	6:54:57	PROP-FOUND	714	LOUCKS WY	Brownsville	Incident Report
141180297	4/28/14	17:15:08	HAZ-TRAFFIC	200	N MAIN ST	Brownsville	No Additional Report Necessary
141180196	4/28/14	12:51:48	DOG COMPLAINT	420	HAUSMAN AV	Brownsville	No Additional Report Necessary
141170196	4/27/14	20:25:49	DISTB-DOMESTIC	706	AMELIA AV	Brownsville	No Additional Report Necessary
141160195	4/26/14	14:47:15	DOG COMPLAINT	135	PARK AV	Brownsville	No Additional Report Necessary
141150333	4/25/14	20:07:18	DOG COMPLAINT	1117	PINE ST	Brownsville	No Additional Report Necessary
141140334	4/24/14	20:32:40	WELF CHECK	316	SPAULDING AV	Brownsville	No Additional Report Necessary
141140158	4/24/14	12:08:23	HARASSMENT RPT	35620	KIRK AV	Brownsville	No Additional Report Necessary
141130211	4/23/14	13:53:04	WELF CHECK	1031	OAK ST	Brownsville	No Additional Report Necessary
141120326	4/22/14	17:44:48	SECURITY CHECK	925	OAK ST	Brownsville	No Additional Report Necessary
141120156	4/22/14	10:48:05	VACATION CHK	822	N MAIN ST	Brownsville	No Additional Report Necessary
141110283	4/21/14	18:13:35	ASST-PERSON	102	WORLEY ST	Brownsville	No Additional Report Necessary
141110076	4/21/14	8:38:40	THEFT-RPT	149	SPAULDING WY	Brownsville	Incident Report
141100204	4/20/14	15:24:29	HARASSMENT RPT	217	KIRK AV	Brownsville	Incident Report
141090249	4/19/14	20:43:32	TRAFF-DUII	203	W BISHOP WY	Brownsville	No Additional Report Necessary
141090230	4/19/14	19:34:38	DISTB-OTHER	613	CALAPOOIA AV	Brownsville	No Additional Report Necessary
141090162	4/19/14	15:05:30	Trf Citz Compl	380	KIRK AV	Brownsville	NARN Extra Patrol
141090139	4/19/14	13:41:04	SUSP-CIRCUMSTANCES	298	S MAIN ST	Brownsville	No Additional Report Necessary
141090135	4/19/14	13:19:50	PARKING COMPL	699	TEMPLETON ST	Brownsville	No Additional Report Necessary
141080390	4/18/14	22:18:47	DISTB-NOISE	149	SPAULDING WY	Brownsville	No Additional Report Necessary
141080375	4/18/14	21:16:56	TRAFF-OTHER VIOL	316	SPAULDING WY	Brownsville	CITE ISSUED - DWS/NO ODL
141060104	4/16/14	9:12:34	WELF CHECK	903	ASH ST	Brownsville	No Additional Report Necessary
141050336	4/15/14	20:09:46	Trf Speed Viol	500	WASHBURN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
141050159	4/15/14	11:00:48	WELF CHECK	903	ASH ST	Brownsville	No Additional Report Necessary
141040349	4/14/14	19:52:19	Trf Observe Susp Activity	100	HAUSMAN AV	Brownsville	CITE ISSUED - DWS/NO ODL
141040199	4/14/14	13:03:23	ALARM - POLICE	351	N MAIN ST	Brownsville	No Additional Report Necessary
141030289	4/13/14	19:52:48	WELF CHECK	137	GALBRAITH ST	Brownsville	No Additional Report Necessary
141020008	4/12/14	0:33:25	POLICE STAB/GUNSHOT	203	W BISHOP WY	Brownsville	Incident Report
141010337	4/11/14	19:43:15	NARCOTICS OFF	500	LOCUST AV	Brownsville	No Additional Report Necessary
141000251	4/10/14	14:41:35	HARASSMENT RPT	405	KAY AV	Brownsville	No Additional Report Necessary
141000223	4/10/14	13:52:08	WELF CHECK	500	LOUCKS WY	Brownsville	No Additional Report Necessary
141000079	4/10/14	6:54:07	Trf Equipment Viol	811	N MAIN ST	Brownsville	WARNING - EQUIPMENT VIOLATION
140990362	4/09/14	20:53:37	UNAUTHORIZED ENTRY 1	711	WASHBURN ST	Brownsville	Incident Report
140990106	4/09/14	9:43:48	WELF CHECK	209	TEMPLETON ST	Brownsville	No Additional Report Necessary
140990072	4/09/14	7:35:05	Trf Aggressive Driver	1	E HWY 228	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
140990064	4/09/14	6:46:35	Trf Aggressive Driver	300	WASHBURN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER

## PATRL\_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	ST #	ADDRESS	CITY	DESCRIPTION
140980392	4/08/14	22:10:41	DISTB-NOISE	149	SPAULDING WY	Brownsville	No Additional Report Necessary
140980307	4/08/14	17:16:23	PERS-MISSING	119	E BLAKELY AV	Brownsville	No Additional Report Necessary
140970356	4/07/14	20:26:15	SUSP-VEHICLE	500	LOCUST AV	Brownsville	No Additional Report Necessary
140960204	4/06/14	17:55:37	JUV-COMPLAINT	200	PARK AV	Brownsville	Incident Report
140960069	4/06/14	6:50:13	Trf Aggressive Driver	300	WASHBURN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
140960067	4/06/14	6:20:21	Trf Aggressive Driver	203	W BISHOP WY	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
140950213	4/05/14	15:46:06	SUSP-PERSON	723	N MAIN ST	Brownsville	No Additional Report Necessary
140950012	4/05/14	0:35:23	SUSP-VEHICLE	701	WEBER AV	Brownsville	No Additional Report Necessary
140940364	4/04/14	22:28:42	Trf Equipment Viol	400	E BISHOP WY	Brownsville	WARNING - EQUIPMENT VIOLATION
140940080	4/04/14	7:40:04	FOLLOW UP-OUT OF CAF	500	LOCUST AV	Brownsville	Incident Report
140920171	4/02/14	11:10:31	JUV-COMPLAINT	146	SPAULDING AV	Brownsville	No Additional Report Necessary
140920099	4/02/14	8:24:33	Trf Speed Viol	255	N MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
140910352	4/01/14	20:28:49	DISTB-OTHER	220	N MAIN ST	Brownsville	Incident Report



## Library Advisory Board

### *Librarian's Report*

April 2014

Here are a few facts about our library the month of April 2014. We have received 47 new books for the library. Volunteers donated 175.5 hours to our library. There were 1,267 materials checked out. 419 adult fiction books; 121 adult non-fiction books; 103 audio books; 282 children's books; 226 junior books; 53 junior reference books and 63 large print books.

This month saw our Story Time connections grow. Kidco Head Start and Learning Tree Preschools are testing out borrowing books for their classrooms. Together these two preschools check out 30 books every two weeks. Over the course of 40 weeks (while preschool is in session) this means more than 600 books getting into children's hands each year! This is an idea grant funders love to get behind and help with.

Saturdays are getting busier and busier. We are fortunate to be able to provide several quiet places for tutoring to happen in our Library. I noticed a month ago that every other Saturday we had over 50 people coming into our Library. This is double what has been the norm. I asked Nettie Reed if she needed more help and she mentioned the tutoring that is happening on Saturday mornings. The new table in the History Room is functioning as another place for meetings and tutoring. What a great resource to our community!

S. M. Stirling is coming to our Library for an author talk; book reading/signing on Friday, June 13 at 7 pm. He is a science fiction author of more than 60 books. His book series 'Dies the Fire' are set in the Willamette Valley and some take place in areas around Brownsville! His newest book will be published this fall by Penguin/Roc and is called The Golden Princess. If you could ask Steve a question what would it be? Join us for an evening of Steven reading a part of one of his books, and answers your questions on Friday, June 13 at 7 pm here in the Kirk Room at our Library.

Our Summer Reading Program is getting into full swing. Our team has handed out flyers at the Easter Egg Hunt and the Bloom-n-BBQ. Our gift books, new books and teen book club books have been ordered; posters and stickers are on their way; Performers are booked; Oregon College Savings Plan materials are here; and our programs lined up and ready to roll. Our Kick off will be at the Pioneer Picnic again this year. We have invited the Juggling Brothers from Eugene to perform and help us draw another terrific crowd. Also at Pioneer Picnic I will be having a Story Time before the Kick-off to celebrate the Dolly Parton Imagination Library program. This will be in the Meadow near the Flower Show.

Respectfully submitted,

Sherri Lemhouse  
Librarian

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

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	35	1	1	35	
Violations	20	10	3	27	
Contempt/Other	34	6	4	36	
<b>TOTALS</b>	<b>89</b>	<b>17</b>	<b>8</b>	<b>98</b>	

**BALANCE SHEET FOR THE MONTH OF APRIL 2014**

**Court Revenue**

**Court Payments**

Total Deposits +	\$ 2,303.30	City	\$1,575.30
Total Bail Forfeits +	\$ 260.00	Restitution	\$ -
Total Bail/Bank Fees -	\$ -	State Share	\$ 205.60
Total Bail Held -	\$ 695.00	Linn County	\$ 52.40
* Total Refund/Rest -	\$ 35.00	State Misc.	\$ -
Total NSF's -	\$ -	DUII Surcharge	\$ -

<b>TOTAL COURT REVENUE</b>	<b><u>\$ 1,833.30</u></b>	<b>TOTAL COURT PAYMENTS</b>	<b><u>\$1,833.30</u></b>
----------------------------	---------------------------	-----------------------------	--------------------------

Credit given for Community Service \$ -

Other Credit Allowed Against Fines \$ -

**TOTAL NON-REVENUE CREDIT ALLOWED** \$ -

**TOTAL CASH PAYMENTS TO:**

CITY	\$ 1,575.30
STATE	\$ 205.60
COUNTY	\$ 52.40
 *REFUND/RESTITUTION	 \$ 35.00

**ACCOUNTS RECEIVABLE:**

BEGINNING	\$ 3,173.59
ENDING	\$ 2,745.89



## 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 13<sup>th</sup>, 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 19<sup>th</sup>, 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.



**RESOLUTION NO. 2014.08**

**A RESOLUTION DECLARING THE CITY'S  
ELECTION TO RECEIVE STATE REVENUES**

The City of Brownsville ordains as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2013-2014.

Passed by Council this 27<sup>th</sup> day of May, 2014.

Approved by the Mayor this 27<sup>th</sup> day of May, 2014.

---

Don Ware  
**Mayor**

---

S. Scott McDowell  
City Administrator  
**Attest**

I certify that a public hearing before the Budget Committee was held on May 1<sup>st</sup> and May 8<sup>th</sup>, 2014 and a public hearing before the City Council was held on May 27<sup>th</sup>, 2014, giving citizens an opportunity to comment on use of State Revenue Sharing at three separate public meetings.

S. Scott McDowell  
City Recorder



## Chamber of Commerce

May 8<sup>th</sup>, 2014

1. **FY 2014-2015**
  - A. Water Lines (*GR 12, Main Street & Averill*)
  - B. Sewer Lines (*Millhouse Street*)
  - C. Library Carpet & Upholstery
  - D. Park Electricity Phase I & II
  - E. City Hall Project Phase I & II
  - F. Street Maintenance
  - G. Vactor Machine (*Future*)
  - H. Playground (*Future*)
2. **Willamette Country Music Festival**
  - A. Next Hearing – May 20<sup>th</sup>, 2014
  - B. Immediate Implications
  - C. LCC Chapter 580 – Outdoor Assembly
  - D. Visit Linn Coalition & Oregon Jamboree
3. **Banking Options**
  - A. KeyBank ATM
  - B. Several Discussions
  - C. Interim Courier Service
4. **Council Goals**
  - A. Current McFarland Cascade Project
    - 1) OR 228 Repair
    - 2) Utility Implications
    - 3) Industrial Park
    - 4) Available Parcels
  - B. Brownsville Growth
    - 1) Sharing Hands
    - 2) Bramble House
    - 3) Dr. Glenn
    - 4) Bishop Royale
  - C. Zoning Code
  - D. City Standards
  - E. UGB Implications



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

To: City of Brownsville  
From: Calapooia Food Alliance

April 30, 2014

Thank you for your proposed Rental Agreement for ~~the Storage~~ Space on Park Avenue dated May 2014. We appreciate the City's past support of the work we do in the Community. The Board of Directors has given careful consideration to your offer. We are sure that it was made in earnest but perhaps without knowledge of the very limited resources available to the Calapooia Food Alliance and the benefits which the CFA provides to the community of Brownsville.

We are a legally recognized non-profit organization with an all-volunteer Board and one paid manager (for the Garden and the Farmer's Market). We provide several very valuable services that benefit the people of Brownsville as well as enhancing the reputation of Brownsville as a prospering small town and desirable place to live. The Community Garden provides a place where gardeners without home gardens can grow fresh produce. The CFA also has monthly community outreach programs—the Teaching Garden at Central Linn Elementary School and the monthly Munch on Movies Night which encourages our community to eat healthy food and support local farmers. Most important, though, for the Brownsville community and the situation with the rental agreement, is the Farmer's Market.

The Saturday Farmer's Market, held next to the City Hall from May to October, brings all manner of people together for fresh produce and conversation. Entertainment is often provided. Local farmers and home gardeners have the opportunity to sell produce. The Farmer's Market is the only enterprise in town selling fresh produce.

While the Market is held at its present location (no charge is made by the owner of the land), the "Red Barn" storage shed is the only practical place where the CFA can store the tables, boxes, carts, audio-equipment and paraphernalia used each Saturday to make the Market operable and attractive. Each Saturday during the season, the Market Manager and CFA Board members set up the market and operate it. It requires a great deal of effort and time and would not be possible except for the physical and financial contributions of the CFA Board and the occasional contribution from community organizations.

It is our belief that the CFA provides an extremely valuable service to the City of Brownsville (as well as to the community members). We hope that the City of Brownsville will recognize our contribution and further help us to operate at the lowest possible cost. In order to stay within our limited budget, would like to offer the following modifications to the Rental Agreement. The CFA would like to offer a one-year Lease with monthly remittance of \$10 per month. We believe this would give both sides flexibility in the event of budget changes within the CFA or movement of the Farmer's Market to a site more distant from the Storage Space.

Thank you for your Consideration,



Donald Lyon  
CFA Board Chairman  
dhlcue@hotmail.com



## **RIGHT-OF-WAY MAINTENANCE BEAUTIFICATION AGREEMENT**

### **Purpose**

The City of Brownsville (City) maintains the right-of-way along Main Street from Depot Avenue to Locust Street as part of an agreement with Linn County. Ashley Slaughter & Blake Wickett (Residents) would like to beautify the right-of-way strip between the west and east edge of their property located at 729 N. Main Street, Brownsville, OR 97327.

### **Definitions**

**Right-of-way** – As used in this agreement, right-of-way means any non-paved area next to a County roadway or publicly owned property.

**Right-of-way Maintenance** – As used in this agreement, right-of-way maintenance means the ordinary mowing, bush-hogging, removal of dead trees, fertilizing, watering, trimming, edging, litter removal, sodding, seeding or other activity to keep County property neat in appearance and free from obstructions and/or safety hazards.

**Resident** – As used in this agreement, Ashley Slaughter made the request to plant flowers and Blake Wickett is the owner of record for 729 N. Main Street, Map 13SO2W31BC 5500, Linn County Account Number 282679 according to the public records of Linn County. The resident means the people responsible for the appearance of the requested right-of-way.

### **Recitals**

Resident prefers to perform and pay for all maintenance at a higher level on the right-of-way in front of their property. City allows the beautification as long as standard, routine maintenance is performed.

### **Conditions**

1. Landscaping shall be installed and maintained at the expense of the Resident.
2. Resident shall facilitate the development of healthy vegetation and an aesthetically pleasing site, while at the same time pruning and/or trimming parts thereof which could present a visual hazard for those using the roadway.
3. Resident understands that landscaping may have to be removed, relocated, etc., during roadway construction or modifications, and that such relocation or replacement of landscaping will be done at Resident's expense.
4. Resident agrees that this agreement may be revised by the City of Brownsville or Linn County on an as-needed basis. Any changes will be provided in writing.
5. The agreement may be terminated by either party with thirty (30) days written notification.



- 6. The agreement shall be in effect indefinitely, but will be reviewed by Council every three (3) years.

**RESIDENT**

\_\_\_\_\_  
Blake Wickett

\_\_\_\_\_  
Ashley Slaughter

**Date:**

STATE OF OREGON        }  
                                  }  
COUNTY OF LINN        }

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Oregon, personally appeared the within named known to me to be the individual described herein and who acknowledged to me that they freely and voluntarily executed this instrument.

\_\_\_\_\_  
Notary Public for Oregon

My Commission Expires:

**CITY**

\_\_\_\_\_  
Don Ware, Mayor

**Date:**

**LINN COUNTY ASSESSOR**  
**Real Property Improvement Summary Report**  
 FOR ASSESSMENT YEAR 2013

5/7/2014

**Account #** 282679  
**Map** 13S02W31BC 05500  
**Situs Address** 729 N MAIN ST BROWNSVILLE  
**Mailing Address** WICKETT BLAKE  
 729 N MAIN ST  
 BROWNSVILLE, OR 97327

**Deed Reference #** See Record  
**Sales Date/Price** See Record  
**Appraiser** UNKNOWN  
**Inspected** 1/1/1900 / NA  
**Remodeled** 0

## IMPROVEMENT

SITE	BLD #	CODE AREA	YEAR BUILT	EFF YEAR BUILT	COMPLETE %	% Good	+/-	LIVABLE SQFT	RMV
	100	55219	1917	1918	100	48	+	1748	37,930

STAT CLASS 128 - RES One story with attic

## FLOORS

DESCRIPTION	CLASS	SQFT	SIZE TYPE	TYPE OF HEAT	RMV
FIRST FLOOR SD-4 FB-1 FP-1	2	1248	S	HVAC - FORCED AIR	32,052
BATHTUB	1	207		SIDING - WOOD	1248
LAVATORY	1	104		WALL TYPE - 2X4 FRAMING	1248
TOILET	1	104		STOVE - HEARTH & FLUE	1
WATER HEATER - STANDARD	1	156		FLOOR COVER - CARPET	1
FOUNDATION - WOOD FRAME	1248	-776		FLOOR COVER - VINYL	1
ROOF COVER - LGT. COMP	1248	0		HVAC - FORCED AIR	1248
ROOF TYPE - GABLE ROOF	1248	0		KITCHEN SINK SS SINGLE	1
<b>Total Floor RMV</b>					<b>32,052</b>
ATTIC - LC Fin-500	2	500	S		7,961
<b>Total Floor RMV</b>					<b>7,961</b>

## ACCESSORIES

DESCRIPTION	EFF YEAR BUILT	SQFT	SIZE TYPE	QUANTITY	RMV
PORCH - OPEN	1918	120	S	0	1046
PORCH - OPEN	1918	175	S	0	1525
PORCH - OPEN	1918	175	S	0	1525
<b>Total Accessories RMV</b>					<b>4096</b>

**DESCRIPTION:** INTERIOR W/OWNER 12/20/94 JS CEILING TILE, ROOF LEAKS, NEEDS NEW ROOF AND SHEATHING, ALSO NEEDS PAINT. LOTS OF DEFERRED MAINTENANCE.



# LINN COUNTY TAX COLLECTOR Tax Statement

5/7/2014 9:31:53 AM

REAL PROPERTY TAX STATEMENT  
JULY 1, 2013 TO JUNE 30, 2014  
LINN COUNTY, OREGON  
ALBANY, OR 97321

ACCOUNT NO:  
282679

PROPERTY DESCRIPTION

CODE: 55219  
MAP: 13S02W31BC 05500  
ACRES: 0.34  
SITUS: 729 N MAIN ST BROWNSVILLE  
LEGAL: GROCE'S ADDITION, NO (B:1 L:3 4)

(LAST YEAR'S TAX 1,886.49)

CURRENT YEAR TAX DETAIL

WINN LOIS E  
PO BOX 44  
BROWNSVILLE, OR 97327-0041

ESD LINN-BTN-LINC	25.41
LBCC	41.83
CENTRAL LINN #552	384.86
EDUCATION TOTAL:	452.10
LINN COUNTY	115.16
LINN COUNTY LOC OP	43.47
LINN COUNTY LOC OP II	3.20
BROWNSVILLE CITY	629.30
BROWNSVILLE RFD	108.37
4H EXTENSION DISTRICT	4.70
GENERAL GOVT TOTAL:	904.20
LBCC BND	17.14
BROWNSVILLE CT BND 2	278.81
BROWNSVILLE CTY BND	61.25
BROWNSVILLE RFD BOND	92.83
BONDS - OTHER TOTAL:	450.03

VALUES:	LAST YEAR	THIS YEAR
REAL MARKET (RMV)		
LAND	47,790	45,750
STRUCTURES	45,210	44,670
TOTAL RMV	93,000	90,420

ASSESSED (AV)		
TOTAL AV	93,000	90,420

EXEMPTIONS		
NET TAXABLE:	93,000	90,420

2013-14 TAX (Before Discount)	1,806.33
DELINQUENT TAXES:	
2012 TAX AND INTEREST DUE	2,112.87
2011 TAX AND INTEREST DUE	2,596.28

SENIOR # 89456-496

TAX QUESTIONS (541) 967-3808

		TOTAL DUE (with Discount)		6,461.29
PAYMENT OPTIONS	DateDue	Amnt	DateDue	Amount
Full Pymnt with 3% Dis:	11/15/13	6,461.29		
2/3 Pymnt with 2% Dis:	11/15/13	5,889.29		
1/3 Pymnt:	11/15/13	5,311.26	2/15/14	602.11
Tear Here				5/15/14
				602.11
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2013-2014 PROPERTY TAXES		LINN COUNTY REAL		ACCOUNT NO. 282679
PAYMENT OPTIONS	Discnt DateDue	Amnt	DateDue	Amount
Full Pymnt Enclosed	3% 11/15/13	6,461.29		
2/3 Pymnt Enclosed	2% 11/15/13	5,889.29		5/15/14
1/3 Pymnt Enclosed	0% 11/15/13	5,311.26	2/15/14	602.11
				5/15/14
				602.11

DISCOUNT IS LOST & INTEREST APPLIES AFTER DUE DATE Mailing address change on back  
Enter Payment Amount

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WINN LOIS E  
PO BOX 44  
BROWNSVILLE, OR 97327-0041

MAKE PAYMENT TO:  
LINN COUNTY TAX OFFICE  
300 4TH AVE SW RM 214  
ALBANY, OR 97321

0 - 651548



FOR ASSESSMENT AND TAXATION ONLY



552-19

SEE MAP 23 SW 38

SEE MAP 13 SW 5143

SEE MAP 13 2W 9180

13S02W31BC  
BROWNSVILLE  
CANCELLER:  
3809  
3302

BROWNSVILLE  
13S02W31BC  
62852

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SEE MAP 13 SW 5143

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## 2014 Proposed Changes (*First Installment*)

- Council Goal:**     ◆ Community Development Plan.
- *Audit Zoning Rules & Requirements.*
  - *Implement New Policies & Standards.*

**Summary:** Below is information from the Retreat and for discussion at the upcoming meeting. The intention is to give you the basic information for analysis upon completion of the presentation.

**Purpose:** Council is being asked to review these current policies in order to understand the long-term implications of making changes to these policies.

**Synopsis:** (*From the Retreat Information*) Councilor Gerber said that it would be great to have holistic approach to these improvements instead of a fragmented, piece meal approach. Highlighted sections are up for discussion at the Council meeting on May 27<sup>th</sup>, 2014. So, we have them listed below for discussion:

- ▶ **ROW Infractions Policy:** Trailers, Boats, Garages, 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?
  - ▲ Mazurek Issue
  - ▲ Recording Plus Options
  - ▲ Tracking

There are two (2) concepts for a policy change.

1. General Use of ROW – People are using the right-of-way for storage of personal items such as RV's, Trailers, Boats and other personal items.

Council would either allow items to remain in the ROW or send notices and prohibit such usages with specific definitions.

2. Stationary Objects in ROW – People have built porches, garages, accessory structures, fences, irrigation systems, landscaping and other items of value on public property.

McDowell will show pictures of a few examples that exist all over town. Possible ideas will be outlined for discussion. One key element of #2 above is if Council decided to move forward with a new policy and a tracking option, how does the City carry that out? Does the City pass along the recording costs or does the City pay for the recording costs?

- ▶ **Nuisance Abatement Timelines:** Taking November & December, March through May off due to the holidays and budget season.



- ^ Deadlines for Nuisance Abatement Program (*Internal*)
- ^ Tarps
- ^ Junk Vehicles
- ^ Weed Timeline
- ^ Weed Height
- ^ Weed Lot Size
- ^ Possible Permitting in Livestock Scenarios

**Junk Vehicles with the current law is almost unenforceable. Below is the current language with some suggestions.**

### **8.30.130 Discarded vehicles.**

SHARE

#### **A. Definitions.**

1. "Discarded vehicle" means any vehicle that does not have lawfully affixed thereto an unexpired license plate or is in one or more of the following conditions:

- a. Wrecked
- b. Dismantled;
- c. Partially dismantled;
- d. Abandoned; or
- e. Junked.

A discarded vehicle includes major parts thereof, including, but not limited to, bodies, engines, transmissions and rear ends

2. "Inoperative vehicle" means any vehicle which is incapable of being driven or operated in the manner in which it is intended to be used, but which is not a discarded vehicle as defined herein

**B. Discarded Vehicles Prohibited.** It shall be unlawful to park, store or leave, or permit the parking or storing of any discarded vehicle upon any public or private property within the City, unless it is located where it is not visible from outside the owner's property, or unless it is in connection with a properly authorized business pursuant to the zoning laws of the City

**C. Inoperative Vehicles** It shall be unlawful to park, store or leave, or permit the parking or storing of, more than two inoperative vehicles upon any public or private property within the City, unless such vehicles are located where they are not visible from outside the owner's property, or unless it is in connection with a properly authorized business pursuant to the zoning laws of the City

**D. Owner Responsibility** The accumulation or storage of discarded vehicles or inoperative vehicles in violation of this chapter, on public or private property, shall constitute a nuisance. It shall be the duty of the registered owner of the vehicle, the owner of the private property, and the lessee or other person in possession of the private property upon which the vehicle is located, to remove it from the City, or to have it located where it will not be visible from a public street or other property.

1. **Fix the definition of inoperative vehicles. Basically someone could have an unlimited number of vehicles on their property based on the definition.**
2. **Inoperative vehicles do not need to be tagged. How does the City prove the vehicle is inoperative versus discarded?**
3. **What is the ruling on tarps or covering cars?**



*Suggestion:* Just have one definition - Inoperative Vehicles or all vehicles... We could also clarify what is allowed to be parked on the street...

*Recreational Mechanics Permit:* UP to five cars could be seen - time frame development - six months, three months etc.

- ▶ **Construction Permits:** Making sure that Zoning laws are understood by the general public, carried out by applicants and properly enforced by City Officials.
  - ▲ Adopt Fence Regulations
  - ▲ Adopt Accessory Structures
  - ▲ Construction Permit

Some of these potential changes come with other elements which is the case with Construction Permits. Construction Permits will require property owners to file a permit with the City before locating personal property in the ROW.

Having a Construction Permit would ensure that property owners are meeting the requirements of the Zoning Code and make sure that they are placing structures on their property.

Fences should be placed two feet off property lines due to the City's ability to field locate property lines.

Need definition for Accessory Structures and proper distances from property lines per Zone.

- ▶ **Business Registration Process:** Council discussed the practical application of adopting this sort of process.
  - ▲ Permitting System (*Fire Protection & Life Safety*)
- ▶ **Zoning Code Review:** Staff Plus
  - ▲ Secondary Structure Language
  - ▲ Outright Permitted Language
  - ▲ Requirements Implications Language

Council discussed briefly the language below at the last Council meeting. I will once again explain the scenario and concerns for Staff;

**15.80.060 Medium density residential zone – MDR.**

SHARE

A. **Uses Permitted Outright.** In an MDR zone the following uses and their accessory uses are permitted outright:

1. Single-family dwelling.
2. Duplex.
3. Multiple-family dwelling, not to exceed four dwelling units in one structure.
4. Agriculture.
5. Residential home.
6. Residential facility.

B. **Conditional Uses Permitted.** In an MDR zone the following uses and their accessory uses may be permitted, subject to the provisions of Chapter [15.125 BMC](#):

1. Home occupation;
2. Church;
3. Government structure and land use with no equipment storage;

▶ **Civil Engineering Standards**

## NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Central Linn School District, Linn County, State of Oregon, to discuss the budget for fiscal year July 1, 2014 to June 30, 2015, will be held at the Central Linn Administration Building, 331 E Blakely Ave, Brownsville. The meeting will take place on the 5th of May, 2014 at 7:00 P.M. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. A copy of the budget document may be inspected or obtained on or after April 29th at the Central Linn Administration Building, between the hours of 8:30 AM and 5:00 PM.

Published in The Times on April 23rd, 2014

## CITY OF HALSEY PUBLIC NOTICE – TREES AND NOXIOUS VEGETATION

All Residents and Property Owners in the City of Halsey, Notice is hereby given: Per Ordinance 2008-382, Section 18, between May 15 and September 30 of any year, no owner or person in charge of property shall allow noxious vegetation to be on the property or in the right of way of a public thoroughfare abutting on the property.

### THIS INCLUDES MOWING THE PUBLIC RIGHT-OF-WAY BORDERING YOUR PROPERTY

“Noxious Vegetation” includes: (a) weeds more than 10 inches high; (b) grass more than 10 inches high; (c) poison oak; (d) poison ivy; (e) blackberry bushes that extend into a public thoroughfare or across a property line; (f) vegetation that is (1) health hazard, (2) fire hazard, (3) traffic hazard.

**The City will be aggressive in abating this Ordinance.** The City is willing to abate the nuisance on a particular parcel of property at the request of the owner for a fee of \$65.00 per hour. Even in the absence of such request, the City intends to abate all such nuisances 10 or more days after the final publication of the notice and change the cost of doing so to the owner or person in charge of the property, or the property itself.

Contact City Hall if you have any questions. 100 W. Halsey Street, Halsey, OR 97348 (541)369-2522

Ronda Fischer, City Administrator

Published in The Times on April 23, and May 7, 2014

through. Scott will help us fine-tune our acts.  
Wednesday, April 30, at the Moyer House, 7pm, Final rehearsal (Wear costume if you would like!)  
Questions or problems? Call (466-3084) or email me.

## Baptist Church Blood Drive

The Brownsville Baptist Church is sponsoring a Red Cross blood drive at their building on Friday, May 16 from 1 to 6 pm. Appointments can be made by contacting Coe James at 466-5515 or the church at 466-5900.

### NOTICE OF SHERIFFS SALE

On 5/15/2014 at 11 a.m. at the main lobby of the Linn Co. Courthouse, Albany, Oregon, I will sell the following real property: 2320 Hill Street S.E., Albany, Oregon 97322, in the case of WELLS FARGO BANK, N.A., plaintiff vs. JEREMY D. NOPFZIGER, et al defendants. For more information go to: [www.oregonsheriffs.com/sales.htm](http://www.oregonsheriffs.com/sales.htm)

Published in The Times on April 16th, 23rd, 30th, & May 7th 2014

### NOTICE OF SHERIFFS SALE

On 5/15/2014 at 11 a.m. at the main lobby of the Linn Co. Courthouse, Albany, Oregon, I will sell the following real property: 970 West Isabella Street, Lebanon, Oregon 97355, in the case of MOREQUITY, INC., through its loan servicing agent NATON-STAR MORTGAGE LLC, plaintiff vs. TONY KOKER, et al defendants. For more information go to: [www.oregonsheriffs.com/sales.htm](http://www.oregonsheriffs.com/sales.htm)

Published in The Times on April 16th, 23rd, 30th, & May 7th 2014

## NOTICE OF PUBLIC HEARING

### CITY OF BROWNSVILLE STATE REVENUE SHARING

Thursday, May 1st, 2014  
City Hall – 7:00 P.M.

NOTICE IS HEREBY GIVEN that a public meeting of the Brownsville Budget Committee will be held at City Hall, 255 N. Main Street, Brownsville, Oregon. The meeting will take place on the 1st day of May, 2014 at 7:00 p.m. in Council Chambers. THE PURPOSE of the meeting is to discuss Possible Uses of State Revenue Sharing Funds. Any citizen may appear at the meeting and discuss possible uses of these funds with the Budget Committee.

S. Scott McDowell, Budget Officer

Published in The Times on April 23rd, 2014

NOTICE OF SHERIFFS SALE  
On 5/8/2014 at 11 a.m. at the main lobby of the Linn Co. Courthouse, Albany, Oregon, I will sell the following real property: 35144 Union Point Lane, Brownsville, Oregon 97327, in the case of HSBC BANK USA N.A., plaintiff vs. ANIA S. BECKER, et al defendants. For more information go to: [www.oregonsheriffs.com/sales.htm](http://www.oregonsheriffs.com/sales.htm)

Published in The Times on April 9th, 16th, 23rd, & 30th 2014

### NOTICE OF SHERIFFS SALE

On 5/15/2014 at 11 a.m. at the main lobby of the Linn Co. Courthouse, Albany, Oregon, I will sell the following real property: 2308 Harding Street, Sweet Home, Oregon 97386, in the case of DEUTSCHE BANK NATIONAL TRUST COMPANY, plaintiff vs. TANYA J. MAINY, et al defendants. For more information go to: [www.oregonsheriffs.com/sales.htm](http://www.oregonsheriffs.com/sales.htm)

Published in The Times on April 16th, 23rd, 30th, & May 7th 2014

### Notice Of Sale Of Personal Property Under Landlord's Possessory Lien

Personal property left in the following units have been seized for non-payment of rent and will be sold at The Storage Depot, 4199 Main St, Sweet Home OR 97386 on Wednesday, April 30th, 2014. The following units are available for viewing at 10:00am and will be sold to the highest bidder: Jennifer Ballard A572, Bobbi Henson A345, Maria Belkzone A519, Rebecca Miller A206, Deborah Norman B307, Amanda Shoulders A469, Romayne Chifarni A540, Adolph Egoroff B153, Timothy Hare B321, Shawn Hicks A547, Christian Parker A334, David St. Onge A453, Crystal Trudell A460, Keith Wolfe Jr. B315.

Published in The Times on April 16th and 23rd, 2014

**BROWNSVILLE SALOON**

**Come and See Us**

**Carriage Me Back Special**

**Old Fashioned**

**Root Beer Float**

**Sack Lunches Available**

**410 W. MAIN ST. • (541) 466-5951**

**ORDINANCE NO. 421**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON, ESTABLISHING MUNICIPAL CODE 4.53 PROHIBITING THE USE OF SMOKING AND TOBACCO PRODUCTS AT CITY FACILITIES.**

**WHEREAS**, the City of North Plains Municipal Code Chapter 4 addresses general health and welfare issues within the community, and

**WHEREAS**, the City Council has received information from Washington County Tobacco Education and Prevention program.

**THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON, ORDAINS AS FOLLOWS:**

**Section 1.** The Municipal Code Chapter 4.53 is established, prohibiting the use of smoking and tobacco products at City facilities as stated on Exhibit A.

**Section 2. Severability.** If any provision of this Ordinance or its application to any person or circumstances is held to be unconstitutional or invalid for any reason, the remainder of this Ordinance or the application of the provisions to other persons or circumstances shall not be affected.

**INTRODUCED** on the 18<sup>th</sup> day of February, 2014, **AND ADOPTED** this 3<sup>rd</sup> day of March, 2014.

**CITY OF NORTH PLAINS, OREGON**

By:   
David Hatcher, Mayor

**ATTEST:**

By:   
Margaret Reh City Recorder



**Exhibit A**  
**Ordinance No. 421**

**Chapter 4.53 PROHIBITS SMOKING AND USE OF TOBACCO ON CITY PROPERTY**

**Sections:**

- 4.53.001 Definitions.
- 4.53.002 Smoking and tobacco use prohibited.

4.53.001 Definitions.

The following definitions apply to this chapter:

"Smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, electronic cigarette, pipe, hookah, plant or any other smoking, tobacco, nicotine or tobacco-like product or substance in any manner or any form.

"Tobacco use" means smoking, chewing, vaping, inhaling or any other means of ingestion or consumption of any tobacco product.

"Tobacco" means any tobacco product, cigarette, cigar, pipe tobacco, smokeless tobacco, chewing tobacco, electronic cigarettes and any other form of tobacco or nicotine product which may be utilized for smoking, chewing, vaping, inhaling, or any other means of ingestion or consumption.

Note: this policy does not prohibit use of FDA-approved nicotine replacement therapy products, such as nicotine patches, gum and lozenges, which are intended to help quit tobacco use and minimize symptoms of nicotine addiction.

4.53.002 Smoking and tobacco use prohibited.

Smoking and tobacco use is prohibited on all city-owned, leased and maintained properties, as well as all city-sponsored events and markets. This includes, but is not limited to, buildings, parking lots, park and recreation areas, vehicles and other real and personal property.

S. Scott McDowell

**From:** Partipilo, Rick [rpartipilo@co.linn.or.us]  
**Sent:** Friday, May 16, 2014 11:19 AM  
**To:** S. Scott McDowell  
**Cc:** Anne Hankins; Don Leber; Commissioners  
**Subject:** RE: Brownsville, OR - Bi-Mart Willamette Country Music Festival

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Scott, Anne, Don, et al,

Thanks for your excellent work! I'll pass this along to the Board and submit it for the record next Tuesday. In the meantime, have a great weekend, all.

Rick Partipilo, REHS  
 Environmental Health Program Manager  
 Linn County Department of Health Services  
 Courthouse, Room 115  
 300 SW 4th Ave., PO Box 100  
 Albany OR, 97321  
 Phone: 541-967-3821, ext. 2372  
 Toll free: 800-304-7468  
 FAX: 541-926-2060  
[http://www.co.linn.or.us/Health/enviro\\_n\\_health/eh.htm](http://www.co.linn.or.us/Health/enviro_n_health/eh.htm)

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**From:** S. Scott McDowell [mailto:admin@ci.brownsville.or.us]  
**Sent:** Friday, May 16, 2014 10:31 AM  
**To:** Partipilo, Rick  
**Cc:** Anne Hankins; Don Leber  
**Subject:** Brownsville, OR - Bi-Mart Willamette Country Music Festival  
**Importance:** High

Good Morning Rick,

I wanted to let you know that Sandra Sayer, 36770 Highway 228, asked me to facilitate a meeting with Bi-Mart's Don Leber & Country Music Concerts Anne Hankins. The four of us sat down at City Hall to discuss ideas that would help the Sayer family, including Scott Sayer, 36646 Highway 228, feel more comfortable with the event. Mrs. Hankins reviewed the information from Brownsville Rural Fire District Chief Kevin Rogers to make sure that the fire break was installed around their property. The other outcome was that five signs would be dropped off here at City Hall that say, "This is not an event entrance" that the Sayers agreed to put up. The Festival would put up a sign that says, "1/2 Mile to Festival Entrance."

I also offered to ask ODOT District Manager Tony Jones to allow the use of 'Do Not Enter' signs. Mrs. Sayer was still thinking about that idea. Mrs. Sayer made it clear that she did not want the LCSO police tape. We collectively agreed to review these issues after the event to determine if they were effective.

Please let this be part of the record for the hearing on May 20<sup>th</sup>. Please let me know if you have any questions or concerns. Thanks!



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

S. Scott McDowell

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**From:** Burns Laura C [laura.c.burns@state.or.us]  
**Sent:** Wednesday, May 07, 2014 11:34 AM  
**To:** publicworks@ci.brownsville.or.us; S. Scott McDowell  
(admin@ci.brownsville.or.us)  
**Subject:** Survey

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Karl and Scott,

Thanks for correcting your Significant Deficiencies. You do not need to submit any thing other documentation. Some systems do send a letter summarizing their corrections of deficiencies and any progress made on the survey recommendations. But it is not required.

I appreciate your commitment to providing safe drinking water to your community! Please contact me with any questions.

Laura Burns REHS  
Environmental Health Specialist  
Oregon Health Authority  
Drinking Water Services  
(541)726-2587 ext. 23  
[laura.c.burns@state.or.us](mailto:laura.c.burns@state.or.us)  
[www.healthoregon.org/dwp](http://www.healthoregon.org/dwp)

**Deficiency Summary**

Surveyor: Scott Curry, Laura Burns

Date Corrective Action Plan is due: June 11, 2014

County: Linn

Yes	No	Significant Deficiencies and Rule Violations:	Date to be corrected	Date corrected
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Source:</b> <i>Well construction:</i> _____ _____	_____	_____
		<i>Spring/other source:</i> _____ _____	_____	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Treatment:</b> <i>Surface water treatment:</i> _____ _____	_____	_____
		<i>Disinfection:</i> _____ _____	_____	_____
		<i>Other treatment:</i> _____ _____	_____	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Finished Water Storage:</b> _____ _____	_____	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Distribution:</b> Cross Connection Ordinance does not give authority to shut off customers water when they don't comply.	_____	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Monitoring:</b> _____ _____	_____	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Management &amp; Operations:</b> _____ _____	_____	_____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Operator Certification:</b> Written protocol for under certified operators is not signed.	_____	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Other Rule Violations:</b> _____ _____	_____	_____

Comments:

**Source Deficiencies:**

*Well Construction Deficiencies (OAR 333-061-0076):*

- ⊕ Sanitary seal and casing not watertight
- ⊕ Does not meet setbacks from hazards
- ⊕ Wellhead not protected from flooding
- ⊕ No raw water sample tap
- ⊕ No treated sample tap (if applicable)
- ⊕ No screen on existing well vent

*Spring Source Deficiencies (OAR 333-061-0076):*

- ⊕ Springbox not impervious durable material
- ⊕ No watertight access hatch/entry
- ⊕ No screened overflow
- ⊕ Does not meet setbacks from hazards
- ⊕ No raw water sample tap
- ⊕ No treated sample tap (if applicable)

**Treatment Deficiencies/Violations:**

*Surface Water Treatment Deficiencies:*

- + Turbidity standards not met-0030(3)
- + Turbidimeters not calibrated per manufacturer or at least quarterly-0036(5)(b)(A)
- ⊕ Incorrect location for compliance turbidity monitoring
- ⊕ If serving > 3,300 people no alarm or auto plant shut off for low chlorine residual
- ⊕ For conventional or direct filtration: No alarm or plant shut off for high turbidity
- ⊕ For conventional filtration: Settled water not measured daily
- ⊕ For conventional or direct filtration: Turbidity profile not conducted on individual filters at least quarterly
- ⊕ For cartridge filtration: No pressure gauges before and after cartridge filter
- ⊕ For diatomaceous earth filtration: Body feed not added with influent flow
- + For membrane filtration: Turbidimeter not present on each unit-0050(4)(c)(G)
- + For membrane filtration: Direct integrity testing not done at least daily-0036(5)(b)(F)

*Disinfection Deficiencies/Violations:*

- + DPD or EPA approved method not used-0036(9).
- + Free chlorine residual not maintained-0032(3/5)
- + Chlorine not measured & recorded as required-0036(9)
- + Minimum CT requirement not met all times-0032(3/5)
- ⊕ No means to adequately determine flow rate on contact chamber effluent line
- + pH, Temperature, and chlorine residual not measured daily at first user-0036(5)(a/b)

- ⊕ Failure to calculate CT values correctly
- ⊕ No means to adequately determine disinfection contact time under peak flow and minimum storage conditions
- + Annual raw water sampling past due-0036(6)(w)

*UV Disinfection Violations (OAR 333-0050(5)(k)):*

- + Bypass around UV system
- + Lamp sleeve not cleaned
- + Lamp not replaced per manufacturer
- + No intensity sensor with alarm or shut-off
- + Annual raw water sampling past due-0036(6)(w)

*Other Treatment Violations:*

- + Non-NSF approved chemicals-0087(6)
- + Corrosion control parameters not met-0034

**Distribution System Violations:**

- + System pressure < 20 psi. -0025(7)

*Cross Connection (OAR 333-061-0070):*

- + No ordinance or enabling authority (CWS)
- + Annual Summary Report not issued (CWS)
- + Testing records not current (CWS, NTNC, TNC)
- + No Cross Connection Control Specialist (CWS ≥ 300 connections)

**Finished Water Storage Deficiencies:**

- ⊕ Hatch not locked or adequately secured
- ⊕ Roof and access hatch not watertight
- ⊕ No flap valve, screen, or equivalent on drain.
- ⊕ No screened vent

**Monitoring Violations:**

- + Monitoring not current-0025(1)
- + MCL violations-0030
- + No Coliform Sampling Plan-0036(6)(b)(G)

**Management & Operations Violations:**

- + No operations and maintenance manual. -0065(4)
- + Emergency response plan not completed. -0064(1)
- + Major modifications not approved (plan review). -0050
- + Master plan not current (≥ 300 con.)-0060(5)
- + Annual CCR not submitted (CWS)-0043(1)(a)
- + PNC or out of compliance with AO
- + Public notice not issued as required-0042

**Operator Certification Violations:**

- + No certified operator at required level-0065(2).
- + No protocol for under certified operator-0225(5).

**Other Rule Violations:** \_\_\_\_\_

⊕ Significant deficiency per OAR 333-061-0076  
+ Significant rule violation per OAR 333-061-XXX

**Inventory and Narrative**

Outstanding Performer

County: Linn

Type	Status	Size	Season
<input checked="" type="checkbox"/> Community (C) <input type="checkbox"/> Non Transient Non-Community (NTNC) <input type="checkbox"/> Transient Non-Community (TNC) <input type="checkbox"/> State Reg/Non EPA (NP)	Population:	1670	<input checked="" type="checkbox"/> All year <input type="checkbox"/> Seasonal Begins: (mm/dd)    /    /
	Connections:	720	
	Service Chars:	MU	<b>Coliform Sampling</b> Period: <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly Samples Required: 2
	Ownership:	4	
<b>License</b> <input checked="" type="checkbox"/> Not Lic <input type="checkbox"/> HD <input type="checkbox"/> Ag			
<b>Operator Certification Required</b> WD 2    WT 1    FE <input type="checkbox"/> Small WS <input type="checkbox"/>			<b>Responsible Agency</b> <input checked="" type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> Dept of Agriculture

**Primary Administrative Contact (Mailing Address):**

Contact Name: Karl Frink Phone: (541) 466-3381  
 Title: Public Works Superintendent Cell: (541) 409-3700  
 Street Address: PO Box 188 Emergency #: (541) 409-3700  
 City/State/Zip: Brownsville, OR 97237 Email: publicworks@ci.brownsville.or.us

**Legal/Owner Address:**

Contact Name: S. Scott McDowell Phone: (541) 466-5880  
 Title: Administrator Cell: ( )  
 Street Address: 255 North Main Street Emergency #: ( )  
 City/State/Zip: Brownsville, OR 97237 Email: admin@ci.brownsville.or.us

**System Physical Address:**

Contact Name: Drinking Water Treatment Plant Phone: ( )  
 Title: \_\_\_\_\_ Cell: (541) 409-3700  
 Street Address: 200 Park Ave. Emergency #: ( )  
 City/State/Zip: Brownsville, OR 97237 Email: publicworks@ci.brownsville.or.us

**Emergency Systems Available:**

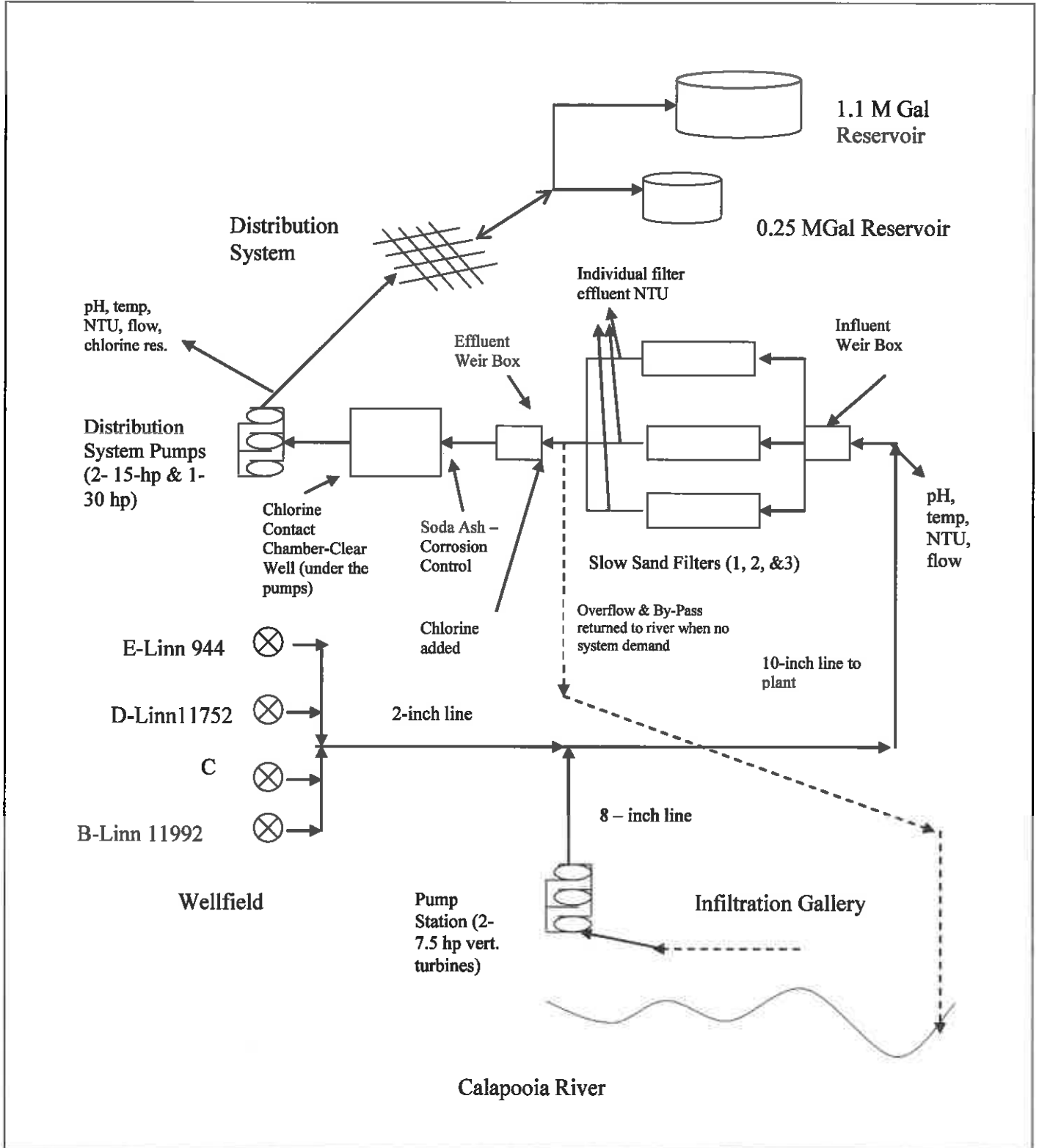
Name: \_\_\_\_\_ PWS ID#: 

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**Narrative:**

This public water system serves the City of Brownsville, located approximately 20 miles S/SE of Albany, 4 miles East of I-5. The sources include an infiltration gallery in the Calapooia River and four shallow wells approximately 300-400 feet from the river. The infiltration gallery is primarily used during the summer and the wells primarily during the winter when the turbidity of the raw water from the infiltration gallery exceeds 1 NTU. Water from both sources are treated at the WTP. The treatment includes slow sand filtration (3 units), soda ash for corrosion control, and sodium hypochlorite for disinfection. Treated water is pumped up to two storage reservoirs, one 1.1 MGal and one 0.25 MGal which gravity feed the distribution system.

**Water System Schematic**





**Source Information**

ID	Entry Points (Location where water enters distribution and is sampled)	Source Type						Availability				Treatment  Treatment Codes**	
		Ground	Surface	GWUDI	Pur. ground	Pur. surface	Permanent	Seasonal	Begins	Ends	Emergency		None
A	EP for SSF/WTP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	P346, C502, D421
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	

ID	Individual Sources (Contributing to Entry Point)	*Land Use	Capacity (GPM)	Source Type					Availability					Treatment  Treatment Codes**	
				Ground	Surface	GWUDI	Pur. ground	Pur. surface	Permanent	Seasonal	Emergency	Abandoned	Disconnected		None
AA	Calapooia River Inf. Gallery	G, B, C, M	330	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
AB	Well B - LINN 11992	G, B, C, M		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
AC	Well C	G, B, C, M		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
AD	Well D - LINN 11752	G, B, C, M		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
AE	Well E - LINN 53471	G, B, C, M		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

\*Land Use Codes: (A) Pristine Forest (B) Irrigated Crops (C) Non-Irrigated Crops (D) Pasture (E) Light Industry (F) Heavy Industry (G) Urban-Sewered Area (H) Rural On-Site Sewage Disposal (I) Urban On-Site Sewage Disposal (J) Rangeland (K) Managed Forest (L) Commercial (M) Recreational Use  
\*\*See "Treatment" page for treatment code descriptions.

The infiltration gallery is used in the summer and the wells in the winter when the river's turbidity is too high (above 1 NTU).

**Yes No**

- Does the water system have water rights for all sources?  Not Required S47733 (sfc. H2O), G12406 (wells)
- For GW systems, have there been any modifications to the existing well(s) or spring(s) (e.g. deepened, change in screened interval, springbox reconstruction, etc.)? Describe below:

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- Has a Source Water Assessment been completed by  DWP or  DEQ? If yes, attach delineation map and review boundaries with operator.
- Has system implemented source water protection strategies? If yes, describe below:

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- Is the water system interested in source water protection? If yes, contact regional geologist at 541-726-2587.

**Comments:**

Brownsville is in the process of reactivating another well. DEQ developed surface water SWA; DWP developed groundwater SWA.

**Well Information**

		Source ID#:	AB	AC	AD	AE				
		Source Name:	B	C	D	E				
		Well Tag ID (e.g. L12345):					44612			
		(if no well tag ID, enter WRD Well Log ID below)	Yes	No	Yes	No	Yes	No	Yes	No
		Well Log on File:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		WRD Well Log ID (e.g. COLU123):	LINN11992		LINN11752		LINN53471			
<b>Wellhead Construction</b>	Well still active.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Depth of well (ft.) .....	26			unk		30		28	
	Depth of grout seal (ft.) .....	12			unk		12		18	
	Year of installation (yr.) .....	1978			unk		1978		2000	
	Casing diameter (in.) .....	8			8		8		8	
	• Sanitary seal & casing watertight .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• If vented, properly screened .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Wellhead protected from flooding .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Well meets setbacks from hazards .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Nearest hazard (ft) .....									
	Water level device .....		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Concrete slab around casing .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Casing height ≥ 12-in. above slab/grade Pitless adapter.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Constructed properly per SWA report.....		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Control Building</b>	Protective housing.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Flowmeter.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Pressure gauge.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Pump to waste piping.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Raw sample tap.....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	• Treated sample tap.....	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Heated.....		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Lighted.....		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Floor drain .....		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Well pump removal provision .....		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Pump</b>	Pump type* .....	Su		Su		Su		Su		
	Bearing lubrication (FG oil/water) .....	w		w		w		w		
	Pumping capacity (gpm) .....	75		50		50		30		
	Amount of water pumped per year (gallons)	unk		unk		unk		unk		
	Percent of total well supply provided (%)**	unk		unk		unk		unk		
	Static water level (ft below ground surface)	9		unk		10		15		
	Static water level date .....	4/10/72		unk		4/6/78		10/16/00		

\* Pump Types: (VT) Vertical Turbine (SU) Submersible (CE) Centrifugal (SJ) Shallow Jet (DJ) Deep Jet (OT) Other

**Comments:**  
The concrete slab for Well E is cracked. It has been repaired previously but still has a crack. Recommend resealing the crack.

### Alternative Technology Treatment Plant Inspection

WTP inspection done with Water System Survey

WTP inspection only

WTP ID: AA WTP Name: City of Brownsville WTP  
 Date of inspection: 04/08/14 Inspected by: Scott Curry, Laura Burns  
 Plant operator: Karl Frink  
 Total points given: 5

Points	Visit Frequency	Check One
Low range (0-15)	With next survey	<input checked="" type="checkbox"/>
Mid range (16-25)	Annually	<input type="checkbox"/>
High range (26 or more)	Every 6 months	<input type="checkbox"/>

Comments:

**Source:**  
 Describe Intake: One 12"-diameter lateral 80 ft long in river bed + 4 seasonal wells  
 Describe pumping facilities: 2 vertical turbine pumps 400 gpm, 7.5 hp  
 Watershed control information (protection plan, security measures, etc.): City owns the land around the well and infiltration gallery in a city park which is closed at night and during the winter.  
 Factors affecting water quality (algal blooms, logging, etc.): Winter storms increase turbidity.

**Treatment:**  
 Cartridge or bag filter make/model: \_\_\_\_\_  
 Membrane filter make/model: \_\_\_\_\_  
 Slow sand filter  Diatomaceous earth  Corrosion control  
 Other treatment Describe: Design with all 3 filters is 600GPM.  
 Peak plant production rate: (gpm): 400 Comments: Pumps set for 400 gpm (max 800)  
 Log removal credit given: *Giardia*: 2.0 *Crypto*: 2.0 Date: 1998

**Treatment Plant:** if no, check points

<input checked="" type="checkbox"/> <input type="checkbox"/>	Is raw water turbidity data collected at least daily?	<input checked="" type="checkbox"/> On-line <input checked="" type="checkbox"/> Bench-top	<input type="checkbox"/> 3 pts
	Average raw water: <u>0.3</u> NTU	Peak: <u>1</u> NTU	
<input checked="" type="checkbox"/> <input type="checkbox"/>	• Are turbidity compliance standards met? (<1 NTU 95% of time; all < 5 NTU)		<input type="checkbox"/> 10 pts
<input checked="" type="checkbox"/> <input type="checkbox"/>	• Is CFE monitoring location acceptable (prior to any storage)?		<input type="checkbox"/> 5 pts
<input checked="" type="checkbox"/> <input type="checkbox"/>	Can chart recorder document turbidity > 5.5 NTU?		
	Reports highest IFE because they cannot sample CFE.		
<input checked="" type="checkbox"/> <input type="checkbox"/>	• Are turbidimeters calibrated according to factory specifications or at least quarterly?		<input type="checkbox"/> 5 pts
<input checked="" type="checkbox"/> <input type="checkbox"/>	Are calibration standards valid (not expired)?		
<input checked="" type="checkbox"/> <input type="checkbox"/>	Is flow through turbidimeter within manufacturer's range?		

Alternative Treatment Plant Continued:		WTP- A	If no, check points
Yes	No		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Are CT's calculated correctly?	<input type="checkbox"/> 10 pts
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Is contact time based on tracer study or adequate alternative?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• pH, temperature and chlorine residual measured at or before 1 <sup>st</sup> user?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Is there a flow meter on effluent side of clearwell or adequate alternative (describe)?	
Contact time is 83 minutes from 2005 tracer study.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is corrosion control practiced?	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Is it operated within parameters set by DWP? <input type="checkbox"/> N/A	<input type="checkbox"/> 5 pts
Describe method of corrosion control used: Soda Ash-minimum pH is set at 7.2 at the Entry point to the distribution system.			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	• Do all under-certified operators follow a written decision-making protocol as established by DRC? <input checked="" type="checkbox"/> 5 pts	
There are written protocols, but the protocols are not signed by both the DRC and the under certified operators.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	• Are standard plant operating procedures written and followed?	<input type="checkbox"/> 5 pts
The day to day plant operations manual is well organized. The equipment manuals need to be reorganized.			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are operators on site during all hours of plant operation? Plant shutdown with high turbidity.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	If no, is there an alarm for low chlorine residual? • (>3300 Population only) <input type="checkbox"/> N/A	<input type="checkbox"/> 5 pts
<input checked="" type="checkbox"/> Low chlorine <input checked="" type="checkbox"/> High turbidity <input type="checkbox"/> Plant shutdown <input checked="" type="checkbox"/> Auto-dial			
<input checked="" type="checkbox"/>	N/A	<b>Bag/Cartridge Filtration:</b> Type of pre-filtration: _____	
<input type="checkbox"/>	<input type="checkbox"/>	• Pressure gauges before/after filter(s)	
<input type="checkbox"/>	<input type="checkbox"/>	Are filters changed according to manufacturer (e.g., pressure differential (psid))?	<input type="checkbox"/> 30 pts
At what psid/flow/etc.?			
<input type="checkbox"/>	N/A	<b>Slow Sand:</b> Scraping/cleaning/ripening protocol:	
Filter beds are scraped 2 to 3 times a year as determined by headless. They remove about 1/2 to 1 inches of sand. Filter to waste is returned to the river until the turbidity drops to 0.1 NTU's.			
<input checked="" type="checkbox"/>	N/A	<b>Membrane:</b>	
<input type="checkbox"/>	<input type="checkbox"/>	• Post filtration turbidimeter on each unit?	<input type="checkbox"/> 10 pts
<input type="checkbox"/>	<input type="checkbox"/>	• Direct integrity testing done at least daily? Method: _____	<input type="checkbox"/> 30 pts
Backwash initiated by: <input type="checkbox"/> turbidity: _____ <input type="checkbox"/> TMP: _____ <input type="checkbox"/> time: _____			
<input checked="" type="checkbox"/>	N/A	<b>DE:</b>	
<input type="checkbox"/>	<input type="checkbox"/>	Pre-coat process used? Describe: _____	<input type="checkbox"/> 30 pts
<input type="checkbox"/>	<input type="checkbox"/>	• Is body feed added with influent flow? _____	<input type="checkbox"/> 10 pts
<input type="checkbox"/>	<input type="checkbox"/>	Is DE discarded at end of filter run? _____	
<b>Total Points</b>			<b>5</b>

**Comments:**

**Disinfection**

No #	Disinfection Method*	Location	Disinfection Source Water	Residual Maintenance	Other Purpose	Proportional to Flow	Dosage Recorded
1	Sodium Hypochlorite	Pre-clearwell	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

\*Chlorine Gas, Sodium Hypochlorite, On-site Generated Sodium Hypochlorite, Calcium Hypochlorite, Chloramines, Ozone, UV, Mixed-Oxidants, Other

**Yes No**  
  • Is a DPD or other EPA approved method used?  
  • Are residuals recorded as required?  
**Distribution:**   $\geq 2x$  weekly # samples: 5/day  w/Coliform Other: \_\_\_\_\_  
**EP (SWTR & GWR Comp. Mon.):**   $\geq 1x$  Daily # samples: \_\_\_\_\_  Continuous if > 3300 pop  N/A  
 Range of chlorine residuals at first user: mg/l = 0.5-0.8  
  • Are raw water samples taken as required (GWR assessment monitoring, etc.)?  N/A  
 How often? \_\_\_\_\_

**Yes No Chlorine gas**  N/A  
  Separate room for gas storage and feeder  
  Fan with on/off switch outside  
  Vent located next to the floor  
  Door with a window  
**Yes No**  
  Gas cylinders properly secured  
  Door that opens out  
  Self-contained breathing apparatus  
  Air scrubber system

**N/A UV:**  4.0-log virus  Total coliform +  Other: \_\_\_\_\_  
  • Plan Review approval  
  • Does all water contact UV (no bypass)  
  • Annual raw water sampling up to date  N/A  
**Yes No**  
  • Is lamp sleeve cleaned  
  • Is lamp replaced per manufacturer  
  • Intensity sensor with alarm or shut-off

**CT evaluation for disinfection**  N/A

Disinfection Requirement:  (sw) 0.5 log inactivation Giardia  (sw) 1.0 log inactivation Giardia  
 (gw) 4.0 log inactivation viruses  (sw) log inactivation Crypto: \_\_\_\_\_  
 (gw) Minimum chlorine residual: \_\_\_\_\_ mg/l  
**Yes No**  
  • Does the contact chamber have effluent flow meter or adequate alternative?  
 If no, how is peak flow determined for CT calculations? \_\_\_\_\_  
  • Has a tracer study been conducted or adequate alternative? Tracer Study Date: 2005  
 Demand flow (gpm): 415 Baffling factor (%): \_\_\_\_\_  
 Volume used (gal): 36,590 Results (min): 83  
  Adequate alternate method for contact time? Describe: \_\_\_\_\_

Peak hour demand flow over the past 12 months: gpm = 400  
 Lowest operating volume over the past 12 months: gallons = 36,590

**Yes No**  
  Are on-line chlorine analyzers verified weekly with DPD type or EPA approved test kit?  
  • (SW only) Are pH, temp, and chlorine residual measured daily before or at the first user?  
  • Are CT values being calculated correctly?  
  • Are CT values met at all times?

**Comments:**  
On-line chlorine analyzers are verified monthly with a spectrophotometer.

**Treatment**

Process Used*	Chemical Added**	Purpose	Location in System	Code***
Slow Sand Filtration		particulate removal	WTP	P346
pH/Alk adjustment	Soda ash	corrosion control	after filtration	C502
Hypochlorination-Post	Sodium hypochlorite	disinfection	pre-clearwell	D421

\*See "Treatment Plant Inspection" page for details on filtration. \*\*See "Disinfection" page for details on disinfection equipment. \*\*\*See Treatment Codes on back.

Yes No

- Is equipment maintained properly? \_\_\_\_\_
- Is redundant equipment available? \_\_\_\_\_

What lab equipment is available and used? (jar testing, turbidimeter, pH meter, etc.):

turbidimeter, spectrophotometer, pH meter, thermometer, DPD test kit for chlorine

- Are chemicals NSF Standard 60 certified or equivalent? ( N/A - no chemicals are used)

**Comments:**

Yes / No

- Does system practice corrosion control?
- Is corrosion control operated within parameters set by DWP?  N/A

**Comments:**

Minimum pH is set at 7.2 for the EP.

**Records Kept:**

Yes / No

- Dosages
- Raw pH
- Raw temperature
- Raw turbidity and/or particle counts

Yes / No

- Flowrate
- Treated pH
- Treated temperature
- Treated turbidity

**Comments:**

It is recommended that you calculate your chemical dosages.

### Storage and Pressure Tanks

Number	Name	Tank Type*	Tank Material	Year Built	Volume (gal.)
1	New Reservoir	G	Concrete	1998	1.1MG
2	Old Reservoir	G	Concrete	~1940	0.25MG
				<b>Total Volume:</b>	1.35 MG

\* (G) Ground (E) Elevated (P) Pressure

Reservoir Features		Reservoir Number: 1		2							
		Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
Hatch	● Secured (e.g. locked, bolted, etc).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	● Watertight .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Curbed lid (shoe box style) .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Features	Drain to daylight .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Overflow .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	● Overflow/drain protected (screen/flap/valve) ....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	● Screened vent .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Water level gauge .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Bypass piping .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Fence/gate .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cathodic plates watertight ..... <input checked="" type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alarm for high or low levels .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Maintenance	Exterior in good condition.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Interior in good condition inspected yearly....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Approved interior coating .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Inspection schedule.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cleaning schedule Every 5 years .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuously disinfected ( ● post '81 redwood)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plumbing Config.	Separate inlet/outlet .....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Baffling .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Used for contact time .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Pressure Tanks</b>		<b>Number:</b>								<b>Comments</b>	
Pressure Tanks	Used for contact time .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Operator provided photos of the hatches and the vents. All appeared to be sealed and properly constructed. There was a visible leak in the wall of the #2 Reservoir.					
	Accessible for maintenance .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Separate inlet/outlet .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Bypass piping .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Access port..... <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Drain.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Pressure relief device.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Air bladder/diaphragm .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	Valve for adding air .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Water level sight glass .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							

### Distribution System Information

#### Service Area and Facility Map

- Yes  No  Does the system have a service area and facility map (indicate features on map):
- Booster pumps
  - Pressure regulating valves
  - Pressure zones
  - Sampling points
  - Sources-wells & withdrawal points
  - Storage facilities (reservoirs)
  - Treatment facilities
  - Water lines (including size and material)

#### Distribution Data

- | Yes                                 | No                                  |  | Comments                 |
|-------------------------------------|-------------------------------------|--|--------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | ● System pressure >20 psi                    | 76-82                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Are service connections metered? (what %)    | 100%                     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Water system leakage <10%                    | ~8%                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Waterline depth >30"                         | 36" average              |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Piping looped                                | majority, some dead ends |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Hydrants or blowoffs on all dead ends        |                          |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Routine flushing (How often)                 | twice a year             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Adequate valving                             |                          |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Routine valve turning (How often)            | once a year              |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Asbestos cement (AC) pipe absent from system |                          |

Comments:

#### Cross Connection Control (CWS, NTNC, and TNC)

- | Yes                                 | No                                  | N/A                      |   | Comments  |
|-------------------------------------|-------------------------------------|--------------------------|---|---|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | ● Ordinance or enabling authority (CWS)                                 | Ordinance is being rewritten to comply w/ OAR's |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | List of installed devices (CWS, NTNC, TNC)                              |   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | ● Devices tested annually (CWS, NTNC, TNC)                              |   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | ● Annual Summary Report submitted (CWS)                                 |   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | ● Certified Cross Connection Control Specialist (CWS > 300 connections) | Karl Frink                                      |

Comments:

#### Booster Pumps

Number	Name (location)	Deficiencies or Comments	HP	GPM	Aux. Power	
					Yes	No
1	Pump at WTP		20	200	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Pump at WTP		20	200	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Pump at WTP		30	400	<input checked="" type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Comments:

These pumps are for treated water at the WTP.



### Water Quality Monitoring

Contaminant	N/A	Frequency	Next Tests Due
<b>Entry Point Sampling:</b>			
Nitrate.....	<input type="checkbox"/>	Annually	2014, 2015, 2016
Arsenic.....	<input type="checkbox"/>	Once every 9 years	2018, 2027, 2036
Inorganic Chemicals (Including Nitrite) ..... (sw)	<input type="checkbox"/>	Once every 9 years	2014, 2023, 2031
Inorganic Chemicals (Including Nitrite) ..... (gw)	<input checked="" type="checkbox"/>		
SOCs.....	<input type="checkbox"/>	Once every 3 years	2015, 2018, 2021
VOCs (sw) .....	<input type="checkbox"/>	Annually	2014, 2015, 2016
VOCs (gw) .....	<input checked="" type="checkbox"/>		
<b>Radionuclides (Community Water Systems Only):</b>			
Gross Alpha.....	<input type="checkbox"/>	Once every 9 years	Before 2016
Radium 226/228.....	<input type="checkbox"/>	Once every 9 years	Before 2016
Uranium.....	<input type="checkbox"/>	Once every 9 years	Before 2016
<b>Distribution System Sampling:</b>			
Coliform Bacteria.....	<input type="checkbox"/>	2 per month	ongoing
Asbestos (for AC pipe/asbestos geologic areas) ...	<input type="checkbox"/>	Once every 9 years	2018, 2027, 2036
TTHMs and HAA5s .....	<input type="checkbox"/>	Qtrly-Mar,Jun,Sept,Dec	ongoing
Lead and Copper, # sites: <u>10</u>	<input type="checkbox"/>	Once every 3 years	2015, 2018, 2021
<b>Other Sampling:</b>			
TOC.....	<input type="checkbox"/>	Quarterly for DBP reduction	ongoing
Turbidity.....	<input type="checkbox"/>	Daily	
Source Water Coliform.....	<input checked="" type="checkbox"/>		
Other (specify) .....	<input checked="" type="checkbox"/>		

Yes No  
  ● Is all required monitoring current?

**Comments:**  
 Sample lead and copper between June 1st and Sept. 30<sup>th</sup>. In 2017 the second round of LT2 sampling begins.

Yes No  
  Has the system experienced chemical (last 5 years) or bacteriological (last 2 years) detections?  
 If yes, list what contaminant and when?

● Have all MCL violations been addressed?  N/A  
  Does the system have any monitoring reductions granted? Explain:

Arsenic, IOC's, Asbestos, Radionuclides, Lead and Copper.

● Does the system have a written coliform sampling plan?  
 Does the plan include: Yes No Yes No

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brief narrative	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rotation schedule
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Distribution map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Repeat locations
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sample site locations	<input type="checkbox"/>	<input type="checkbox"/>	Source(s) <input checked="" type="checkbox"/> N/A

Are TTHM and HAA5 samples taken at correct location(s)? ( Not required)  
 Where in the system are the monitoring sites for TTHM and HAA5?  
 400 Hume St. (Public Works Shop)

**Comments:**

## Management & Operations

### O&M Manual and Emergency Response Plan

Yes No

- Does system have an operation and maintenance manual?  
  ● Does system have an emergency response plan?

### Operator Certification

Requirements for system: WD: 2 WT: 1  FE required Small System:

Name	Certification Number	WT Level	WD Level	FE	Small System
DRC:*Karl Frink	T-7037,D-7037	1	2	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>

\*DRC= direct responsible charge. Attach additional sheets if necessary to list all certified personnel.

Yes No

- Is DRC identified?  
  ● Is DRC certified at appropriate level?  
  ● Does system have written protocols for under-certified operators?  N/A But not signed.

If DRC is a Contract Operator: N/A

Yes No

- Does DWP have contract on file?  N/A  
 How does contract operator work with system?  N/A

### Plan Review/Master Plan

Yes No

- Have all major modifications (since 8/21/81) been approved by DWP?  
  Does system have a current plan review exemption for water main extensions?  
  ● Does the system have a current (<20 yr. old) master plan? ( Not required if < 300 connections)  
 What year was the plan completed? 2013  
  Does the master plan include a water conservation plan? Not required.

### Compliance Status

Yes No

- Is water system in compliance (all orders resolved and not a priority non-complier)?  
 How many violations has the system had in the past two years? 2  
  ● Does the system issue Public Notice for Violations as required?  No violations requiring public notice

### Other

- Has a capacity assessment been completed by DWP? If yes, list deficiencies noted:  


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  ● Are consumer confidence reports sent to users each year and certified?

Comments:

# Cascades West Area Commission on Transportation

*Staffed by Oregon Cascades West Council of Governments*

## Notes from April 24, 2014 CWACT Meeting

### 1. Connect Oregon 5 Program

The Connect Oregon 5 program, approved during the 2013 session of the Legislative Assembly, provides \$42 million of state lottery-backed bonds for multi-modal projects. The first three Connect Oregon programs were each funded at \$100 million and the Connect Oregon 4 program was funded at \$40 million.

Similar to the first four programs, air, marine, rail and transit projects are eligible. For the first time, some bicycle/pedestrian projects are eligible for Connect Oregon 5 funding. Generally, bicycle/pedestrian projects that are outside the road right of way are eligible.

ODOT received 108 applications requesting a total of \$129 million. Eight applications in the CWACT area were received requesting a total of \$15.8 million. Additionally, the Oregon Parks and Recreation Department submitted an application requesting \$348,000 to construct “bike pods” and “bike hubs” in state parks throughout the state.

ODOT staff first reviewed the applications for eligibility and then, with Oregon Business Development Department staff, scored each application. They were then forwarded to state advisory modal committees for review and prioritization. As with prior Connect Oregon programs the applications are then reviewed on a geographic basis by Area Commissions on Transportation.

As the first step, at the March 27 meeting each applicant in the CWACT area provided a brief presentation of their projects and answered questions from members. The CWACT Technical Advisory Committee reviewed the 9 applications on April 9 and forwarded priority recommendations to CWACT members.

CWACT members, after discussion about the applications, review committee scores, modal committee rankings, presentations at the March CWACT meeting, CWACT Technical Advisory Committee recommendations and supportive comments received from local officials regarding projects, by consensus made the following prioritization recommendations. Members were particularly supportive of the Port of Toledo’s application, noting the project’s importance to the local and regional economy and its creation of an estimated 167 jobs.

**#1 Port of Toledo    \$4,673,000    Yaquina Boatyard Haul-Out Expansion**

Expand Port’s boatyard haul out capabilities by replacing a dry dock with a 300 ton mobile life and adding a cargo transfer area and associated road infrastructure to increase connections with marine, rail and highway transportation. Project supports commercial fishing, grows maritime related businesses and supports scientific research.

**# 2 Benton County \$4,800,000 Corvallis-Albany Trail: Manchester to Scenic Drive**

Develop regional trail to provide bike/ped connection between Corvallis and Albany. Includes final design and construction of 5.5 miles of trail, connecting two previous phases. Project provides an alternative to US20 with its high volume and traffic speed, inadequate shoulder widths and hazardous intersections.

**#3 Port of Newport \$478,414 Hoist Dock Replacement**

Replace creosote wooden hoist dock structure, due to age and deterioration, to support multi-modal transportation of port's seafood industry.

**#4 City of Corvallis \$658,000 Corvallis Air Freight Facility**

Construct a concrete apron and asphalt access road to accommodate air freight activities between ground cargo vans and cargo aircraft.

**#5 City of Corvallis \$474,600 Tunison Ave-Allen Ave Multiuse Path**

Construct 1,000 ft. multiuse path to provide a connection between South Corvallis neighborhoods and the southwest and north areas of Corvallis. Project provides an alternative to crossing and traveling on US99W.

**#6 City of Lebanon \$457,405 Canal Trail (Multi-use corridor trail and bridge)**

Develop 2,700 ft. multiuse path and a pedestrian bridge linking three sections of a 3.4 mile trail. Project links major residential areas and high density housing projects with public facilities and major employers.

**#7 City of Sweet Home \$1,061,782 Foster Lake South Shore Multi-Use Path**

Construct a 9,270 ft. multiuse path along the south shore of Foster Lake. Project provides an alternative to US20 with its high traffic speed and inadequate shoulder widths and ties into paths associated with the South Santiam Community Forest Corridor Project.

**#8 City of Corvallis \$3,227,390 Transit Maintenance Facility**

Construct a 13,900 sq. ft. transit maintenance facility to support the bus fleet which provides 1,200,000 annual rides. Site selection, preliminary engineering and NEPA requirements have been completed. Project includes final design, engineering and construction.

**#9 Oregon Park and Rec \$348,000 Statewide Bike Pods and Bike Hubs**

Construct 12 bike pods in state parks to serve long distance overnight bicyclists. Construct 7 bike hubs in state and regional parks to provide amenities for day use cyclists.

**Next steps:** On May 7 the Chairs and Vice Chairs of the four ACTs in Region 2 will meet and develop a prioritized list of all the Connect Oregon applications in the Region. The Statewide Final Review Committee (with Chairs of all ACTs, Chairs of all statewide advisory committees and other stakeholders) will meet on June 11-12 to make a recommendation to the Oregon Transportation Commission. After holding a public hearing in July the Oregon Transportation Commission will make a final project selection decision in August.

## **2. Draft State Rail Plan**

ODOT developed the first State Rail Plan in 1978 and most recently updated it in 2001. The Rail Plan is a modal transportation plan, an element of the Oregon Transportation Plan, establishes policies, priorities and implementation strategies for freight and passenger rail services, operations and facilities.

With the assistance of an 18 member Steering Committee (which includes Benton County Commissioner, and CWACT Board Member, Linda Modrell) an update of the plan has been prepared. It builds upon prior rail planning efforts to address current challenges and opportunities and to support ODOT's multimodal objectives. It also addresses the state's planning requirements in the federal Passenger Rail and Investment Act of 2008, a prerequisite for future federal rail funding.

The Oregon Transportation Commission has reviewed the draft plan and released it for formal public review. Final review and adoption of the plan by the OTC is anticipated in September.

Hal Gard, ODOT Rail and Public Transit Division Administrator, presented information about the draft plan. It is the first Modal Plan developed under the OTC's new model and the Transportation Development Division led the planning effort.

Comments and observations from CWACT members included:

- A clarification that the goals in the draft plan are not listed/ranked in priority order.
- The need for rail to address Oregon's evolving/future economic needs, not simply the old model of moving finished goods.
- The importance of providing an objective guide to the development of rail facilities.
- Realistic passenger rail opportunities for some people, with recent changes of schedules, have likely been decreased.
- Truck freight continues to increase and, for many Oregon businesses, outperforms rail freight.
- References to railroads and "collaboration" or "community integration" are not supported by the actions of most railroads. "Railroads are generally not good partners".
- During the development of the rail plan railroad representatives (who are generally not the decision makers for railroads) made it clear they are private businesses and, under federal law, railroads are generally not subject to state/local regulations or requirements.
- A discussion is needed with the state legislature about future public funding for railroad improvements.

The complete document, as well as the five supporting Technical Memorandums, may be viewed at ODOT's Transportation Development Division's website.

<http://www.oregon.gov/odot/td/tp/pages/railplan.aspx>

### **3. ODOT Immediate Opportunity Fund Program**

Jae Pudewell, ODOT's South Valley Regional Solutions Team Liaison, discussed with members the Immediate Opportunity Fund (IOF). In 1988 the Oregon Transportation Commission established the IOF in cooperation with Business Oregon. The concept was to attract and/or retain commercial and industrial developments through the construction and improvement of roads, streets and highways.

The IOF is designed to meet the following objectives:

- Provide needed road improvements to influence the location or retention of a development or firm in Oregon.
- Provide procedures and funds for the OTC to respond quickly to economic development opportunities.
- Provide criteria and procedures for Business Oregon, other agencies, local governments and the private sector to work with ODOT in providing road improvements needed to ensure job development opportunities for Oregon, to revitalize business or industrial sites, or to prepare Oregon Certified Project Ready Industrial Sites.

The Legislative Assembly, for the past decade, has allocated \$7 million per biennium for the IOF. The maximum funding available for projects ranges from \$250,000 to \$1 million depending on the type of project. Generally IOF money is "the last dollar in" for a project rather than "the first dollar in".

Projects funded between 1989 and 2013 include:

- 3 projects in Benton County totaling \$919,501
- 5 projects in Lincoln County totaling \$1,612,915
- 7 projects in Linn County totaling \$3,514,371

Pudewell noted that in many biennia some of the IOF funds are not used and the uncommitted balance, by Oregon Transportation Commission policy, is returned to the State Transportation Improvement Program (STIP) budget. Members asked whether this reflects a lack of applications (and therefore the need to improve outreach efforts) or if the funding criteria is too difficult to meet/does not reflect the needs of local jurisdictions in supporting economic development (and the criteria therefore perhaps needs to be reviewed/updated by the OTC).

Some members also questioned whether the program has generally funded "low hanging fruit", projects which have essentially already been approved and are moving forward, rather than projects which need infrastructure funding support to be economically viable. In particular, the need to more clearly support (Type A IOF) projects that influence the location, relocation or retention of a firm in Oregon.

#### 4. ODOT Area Manager's Report

Area Manager Amy Ramsdell reported that a contract for the third phase of the US 20 Pioneer Mountain-Eddyville project has been awarded to Scarsella Brothers, Inc (which was the contractor for the Phase 1 project in 2012). \$40.9 million for 2014 and 2015 work which will include:

- Blasting and placement of 2.5 million cubic yards of earth and rock to form the final alignment of the unfinished segment.
- Construction of approximately 20 miles of horizontal drains to remove subsurface water that causes landslide activity.
- Construction of rock buttresses to mitigate landslide effects.
- Construction of 415 ground anchors to mitigate landslide effects.

Ramsdell reported that the placement of horizontal drains has de-watered slopes resulting in a significant reduction in pressure and less movement of the soil. This has resulted in the reduction of mitigation measures required, and therefore costs, while still meeting the engineering risk factors approved by the Federal Highway Administration.

The Phase 3A contract, to be awarded later this spring, will include the removal of more than 100,000 cubic yards of earth from a site off Brush Trail Road to prepare a mitigation site that improves habitat for fish and wildlife.

May is "Transportation Safety Month" and as we head into construction season ODOT is focusing efforts on work zone safety. Ramsdell noted, on the national level, the number of work zone fatalities has increased over the last three years. Although Oregon's work zone fatalities have decreased, even one death is too many. ODOT requested funds for enforcement in our work zones this summer. ODOT leverages federal highway safety funds, through a grant process, to pay for additional enforcement by the Oregon State Police through the work zones. ODOT requested and has received funds for additional enforcement in the US 20 Pioneer Mountain-Eddyville project and the US 101 project in Lincoln City.

Next CWACT meeting: Thursday June 26 5:00-7:00pm in Toledo, with video conference available in Albany.

Next CWACT Executive Committee meeting: Thursday May 22 Time and location to be determined

**For additional information or to provide comments and suggestions please contact:**  
**Mark Volmert (541) 924-8430 [mvolmert@ocwcog.org](mailto:mvolmert@ocwcog.org)**  
**CWACT website: [ocwcog.org/ccbindex.asp?ccbid=101](http://ocwcog.org/ccbindex.asp?ccbid=101)**

**MONTH END RECAP**

	April 2014						
	REVENUE	EXPENDITURES	YTD	%	Unexpended		
1 GENERAL	\$ 11,536.06	\$ 18,102.74	\$ 486,333.71	44.25%	\$ 612,841.29	1	
2 WATER	\$ 30,607.82	\$ 8,356.32	\$ 642,997.48	54.68%	\$ 533,002.52	2	
3 SEWER	\$ 27,126.95	\$ 13,557.33	\$ 171,840.74	21.63%	\$ 622,759.26	3	
4 STREETS	\$ 11,835.68	\$ 8,063.68	\$ 108,494.67	20.59%	\$ 418,555.33	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	\$ 11,651.53	\$ -	\$ 108,069.25	68.90%	\$ -	7	
8 BUILDING & EQUIPMENT	\$ -	\$ -	\$ -	0.00%	\$ 450,000.00	8	
9 WATER RESERVE	\$ -	\$ -	\$ -			9	
10 HOUSING REHAB	\$ -	\$ -	\$ -			10	
11 WATER SDC	\$ 5,022.00	\$ -	\$ -			11	
12 SEWER SDC	\$ 4,128.00	\$ -	\$ -			12	
13 STORMWATER SDC	\$ 3,148.00	\$ -	\$ -			13	
14 BIKEWAY/PATHS	\$ 66.01	\$ -	\$ -			14	
15 LIBRARY TRUST	\$ -	\$ -	\$ -			15	
16 CEMETERY	\$ -	\$ -	\$ -			16	
17 TRANSIENT ROOM TX	\$ 31.00	\$ -	\$ -			17	
18 SEWER CONSTRUCTION	\$ -	\$ -	\$ -			18	
19 LAND ACQUISITION	\$ -	\$ -	\$ -			19	
20 COMMUNITY PROJECTS	\$ -	\$ -	\$ -			20	
	\$ 105,153.05	\$ 48,080.07	\$ 6,773.32	5.58%	\$ 114,696.68		

**KeyBank Accounts**

General	\$ 102,175.90
Utility	\$ 19,250.01
Park	\$ 8,700.00
Court	\$ 2,745.89
<b>Oregon State Treasury</b>	<b>\$ 4,288,487.23</b>
<b>Community Improvements</b>	<b>\$ 5.13</b>

<b>2013-2014</b>	<b>YTD</b>	<b>% of Total</b>
Appropriated	\$ 341,963.01	31.11%

**DEBT Payments**

Water	\$ 54,927.00	<b>Totals</b>
Wastewater	\$ 396,307.00	

**Total Debt**

Water	\$ 1,349,225.00
Wastewater	\$ 12,371,610.00
<b>Total</b>	<b>\$ 13,720,835.00</b>