



CITY OF BROWNSVILLE

Council Meeting

Tuesday – November 26th, 2013

Regular Session 7:00 p.m.

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CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, November 26th, 2013

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: October 22nd, 2013 (*Continued October 29th, 2013*)
- 6) PUBLIC HEARINGS OR PRESENTATIONS:
 - A. Bi-Mart Willamette Country Music Festival
 - B. Eugene Kennel Club Review
 - C. Central Linn Recreation Center Agreement Review
 - D. Library Advisory Board Manual Review
- 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. R 721: Miscellaneous Transfers (*Infiltration Gallery Pumps*)
 - B. O 741: Noxious Weeds Revision (*First Reading*)

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

10) ACTION ITEMS:

- A. Brownsville Chamber of Commerce Request**
- B. Conditional Use Applications – Home Occupations**
- C. Authorize Park Caretakers Advertisement**
- D. Resolution Renumbering Proposal**

11) DISCUSSION ITEMS:

- A. CLSD & Calapooia Food Alliance – Community Garden Agreement**
- B. Economic Development Process**
- C. Weapons Discharge**
- D. October 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.



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October 22nd, 2013

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

PUBLIC: Kaye Fox.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: Mr. McDowell would like Council to accept a suspended agenda due to low attendance of Councilors.

LEGISLATIVE:

1. **R 719: Adjusting System Development Charges (SDC's).** Mr. McDowell suggested that the SDC process & methodology be re-examined to encourage and aid in future economic development. City Attorney Ross Williamson suggested reducing SDC fees across the board for one year. McDowell then shared a proposal to assist McFarland Cascade in developing their peeling operation that could be mutually beneficial to both parties. In order for the City to legally give credit, improvements made by McFarland Cascade must be public improvements that develop capacity for the City. McFarland Cascade has agreed to redesign their sanitary line improvements to make them advantageous for the City's future use. McFarland Cascade has also agreed to install their main water line in the State right-of-way for the City's future use which includes a 1,200' extension. Council will allow for semi-annual payments on the amount owed (approximately \$45,000), with a 3% amortization rate in accordance with Brownsville Municipal Code Chapter 3.10. Mr. McDowell expressed that the City is very fortunate to be able to achieve future City services in a much needed area at a low cost, and the situation is beneficial for McFarland Cascade as well. *A motion was made by Councilor Shepherd to approve R 719. The motion was seconded by Councilor Cole, and the motion passed unanimously.*
2. *Mayor Don Ware proclaimed October 19th, 2013 as the City's Arbor Day celebration. A tree will be planted at 523 North Main Street to commemorate the event. The public is encouraged to attend.*

CITIZEN COMMENT: Kaye Fox would like to be advised of when exactly to turn her information/report in to be included in the Council packet each month. Mr. McDowell advised Kaye that the e-mail notification was the only notification that she would get, and it would tell her each month exactly what day the information was needed for inclusion.

EXECUTIVE SESSION: The Council moved to an Executive Session at 7:16 p.m. pursuant to ORS 192.660 Section (e) and (i).



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Mayor Ware & Council returned to Regular Session at 7:30 p.m.

CONTINUANCE/RECESS: *Mayor Ware tabled the meeting until next week, Tuesday, October 29th, 2013 to reconvene so that more Councilors could be in attendance. Councilor Gerber moved to adjourn, with Councilor Shepherd seconding the motion. The meeting was recessed at 8:55 p.m.*

October 29th, 2013

ROLL CALL: Mayor Don Ware reconvened the meeting at 7:00 p.m. on October 29th, 2013 with Councilors Cole, Shepherd, Gerber, Chambers, and Van Sandt present. Councilor Boyanovsky was excused. Administrative Assistant Tammi Morrow, Public Works Superintendent Karl Frink, and City Administrator Scott McDowell were also present.

PUBLIC: Kaye Fox and Sergeant Brad Kelley.

The pledge of allegiance was recited.

ADDITIONS AND DELETIONS: Mr. McDowell would like to add to the agenda the following: under Action Items, F. Delete Jim Mayer, I. Earthquake Insurance, J. Bows and Arrows under Legislative, C. Resolution 720, and also several discussion points.

MINUTES: Council reviewed the minutes of the September 24th, 2013 meeting. *Councilor Cole moved to approve the minutes as presented, with the additional notation that Councilor Boyanovsky was excused. The motion was seconded by Councilor Van Sandt and was approved unanimously.*

PUBLIC HEARINGS OR PRESENTATIONS:

Unsafe Structures (Pine Street) – Mr. McDowell reviewed unsafe structures located on Pine Street. Pictures of said structures were included with the Council packet, as well as the applicable section of the Brownsville Municipal Code. Both structures fall under the Chapter 8.10 Code – Abatement of Dangerous Buildings # 1: “Any structure or portion thereof which, because of damage, structural weakness or deterioration, dilapidation by reason of age, or for lack or want of maintenance or proper repair, is structurally unsound, thereby endangering other properties of human life because of a possibility of its partial or entire collapse.” Council needs to determine how to proceed. *Councilor Cole made a motion to initiate unsafe structure procedure per BMC and Ordinance protocol. Councilor Shepherd seconded the motion, and the motion passed unanimously.*

Vision Obstructions (Main & Depot and Fisher & Walnut Streets) & Nuisances – Mr. McDowell reported that the Linn County Road Department had painted the curbs at the intersection at Main & Depot to help alleviate vision clearance issues. McDowell reported that the property is currently in probate, and he has been in contact with the family to facilitate the issue. The City has also been dealing with a vision clearance issue at the intersection of Fisher and Walnut. A Request for Action Letter was sent this summer and the red Japanese Maple tree was trimmed up by the



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property owner. Mr. McDowell reported that even after the trimming the tree does not yet meet the BMC minimum vision requirements. Councilor Gerber recommended perhaps painting a yellow line down the middle of the road to improve safety. Council thought the latest tree trim did meet the Code, and that the tree is truly gorgeous. Mr. McDowell stated that he is just bringing the situation to Council's attention at this time in relation to the Brownsville Municipal Code. Councilor Gerber also wanted to point out that at the corner of Park and Fisher there is a big boulder that has been rolled down the hill. It is sitting very close to the road on City property, and she is concerned about the possibility of an accident happening if this boulder was inadvertently rolled out into the road. Along the lines of nuisance abatement, the situation at 613 Kay Street (Roy & Wendy Houtz) continues. The City has provided them with a dumpster this year and has extended additional time for them to comply. The response has been very minimal. Mr. McDowell reported that they have had some issues in their personal lives and while we are not trying to diminish those issues, we have been working on this property since 2010. Basically, from a Staff standpoint, we are ready to go ahead and post the property and work through the process from there. After the posting, they will have ten (10) days to comply. During this ten days, they can come in and ask for an extension, which we will probably grant, but the bottom line is the property needs to be brought into compliance. Council would like to offer their help in this project. Mr. McDowell stated that he has written a letter offering them help and we have had no response from them. Council agreed to go forth with the proceedings.

Central Linn Recreation Center – Mr. McDowell reported that this item will be tabled until Mr. George Frasier can be present at Council to provide a report.

DEPARTMENT REPORTS:

1. **Sheriff's Report.** Sergeant Brad Kelley reported that Sheriff Tim Mueller will be retiring in January. At this time the Undersheriff will probably be acting as the interim Sheriff. Sergeant Kelley reported that there were several vehicle break-ins in Halsey last night. Sergeant Kelley also reported that LCSO will be taking over dog control.
2. **Public Works.** Mr. Frink reported that Public Works had two (2) water leaks this month. The Fire Department flushed several hydrants this week and some water users were complaining of milky water. The cloudy water was due to air in the system and cleared out in a few hours. Mr. Frink reported that the Water Treatment Plant is working correctly and he is working on making it more user friendly. The Millrace pumps were shut down on 10/15/2013 as normal. Mr. Frink is working on getting bids for several pavement overlay projects slated for next year. In Pioneer Park, the Public Works crew has been working on improving fall protection at the play structure with new curbs and additional fill material under the swings. The Rec Center had a roof leak this month. Hatco Roofing (*Albany*) was contacted, they responded immediately, and the leak was repaired.
3. **Administrator's Report.** Mr. McDowell reported that a residence in north Brownsville (corner of Hausman and Ash) has done some major lawn restructuring and impacted the drainage ditch. The property owners were contacted by letter, informing them that they are out of compliance with City Code. They made improvements, Mr. Frink inspected the property, and they are



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back in compliance. Mr. McDowell reminded Council that the annual Christmas Party is scheduled for December 6th, 2013 @ 6:30 p.m., in the Community Room at City Hall. An invitation/RSVP card will be going out soon. The City has been contacted by Jason Cota, K&D Engineering, about proceeding on an easement and encroachment agreement for the Shortridge property at 157 Holloway Heights. Council authorized this agreement in the past, and the owner is thinking of selling, and are in the process of finalizing the details. Mr. McDowell reported that there has been a personnel change in Public Works. Andy Day has replaced Andrew Phillips as a full-time employee. Mr. Day was promoted as he has performed part-time Public Works help for the last two years. The Canal Company/Millrace is currently experiencing an issue with a property owner. In the past the City has been brought into the situation as a 3rd party. If Council will refer to R 605 & R 611, these Resolutions will articulate Council's position. The current situation has yet to be resolved. Mr. McDowell reported that the Library Advisory Board has made a few minor changes; Council approval will be discussed at the November meeting. Mr. McDowell reported on the response to the UGB request letter from Robert Wheeldon. The Commissioner's opinion on the Bi-Mart Willamette Country Music Festival (BWCMF) being held on Exclusive Farm Use (EFU) property is not an ideal situation. They have inquired into the possibility of the City of Brownsville expanding our UGB (Urban Growth Boundary) to accommodate the Festival closer to the City. From the Commissioner's perspective, the benefit would be that the BWCMF could have long-standing structures on the property which is currently not allowed within an EFU zone. They also indicated that the permitting process could possibly go through the City, not the County. Ms. Emily Jerome (the City's land use attorney) informed Mr. McDowell that the BWSMF can still hold an event within an EFU zone. The only problem with going with a halo agreement or IGA with the County would be that the City would need to be careful to not subjugate the County's authority. The authority in this case is the entity that the constituents pay taxes to and that would be the County in the case of surrounding property owners at the current location. Mr. McDowell stated that updating the Comprehensive Plan is another option, but this action would take considerable time and funding. Another concern could be the perceived "takings" of the event from Reed Anderson. He may be able to bring suit against the City for this action in the future were the City & County to cause the event to move. Mr. McDowell will bring more information to Council as it is available. On another note, Mr. McDowell reminded Council that he has spent considerable time and energy diligently working with the Festival organizers to retain the event within our community for Brownsville & the Central Linn communities benefit. He has just been informed that the event organizers are putting on a "sister event" with headliner Brad Paisley at Cape Blanco on the Oregon Coast this next summer. The dates of this sister event happen to fall on the same weekend as the Sweet Home Jamboree, which puts Brownsville in an undesirable position when trying to build community bridges throughout the County and around this event. Festival Event Coordinator Ann Hankins and Bi-Mart's Don Leber informed Mr. McDowell that this was strictly a business decision on their part. By having their two events within two weeks of each other, it will save them considerably financially with logistics, etc. While this new event may cause some friction with the organizers of the Sweet Home event, the bottom line is that business is business, and the BWCMF is good business for the businesses of the City of Brownsville and the numerous charities and organizations that it has supported



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over the last several years. Mr. McDowell feels that the City needs to continue to support this event based on these facts. Councilor Van Sandt inquired as to the possibility of the coast event replacing the Brownsville event. Mr. McDowell was assured by Anne Hankins that that is not their intention. They are committed to bolstering their event in Brownsville and would like to make a presentation at the November Council meeting to share more information.

4. Library Report. No comments.
5. Court Report. No comments.
6. Council Comments. Councilor Chambers invited Council to the Haunted House at the American Legion on October 30th & 31st. The entry fee is \$2 or two cans of food at the door.
7. Citizen Comments. Kaye Fox informed Council that the seniors are planning on starting a walking program at the Brownsville Rec Center during the winter months weekdays from 7:00 – 9:00 a.m. and 11:00 – 1:00 p.m. The Seniors will need City permission for this activity. Lovica Johnson from the CL Rec Board will be contacting the City to obtain this permission.

LEGISLATIVE:

1. R 718: Elected & Appointed Officials Conduct & General Council Rules. R 476 is currently the foundation piece for the Code of Conduct for City Officials. Proposed R 718 would enhance this policy and provide more clarification in terms of procedure and organizational expectation. Mr. McDowell stated that Councilor Cole last month had questioned the Oath of Office from the City Charter. She stated that she was uncomfortable with swearing “Under God.” Mr. McDowell assured Councilor Cole that the following language could be substituted “affirm this under pains and penalties of perjury” for under God. R 718 provides responsible officers, and consequences and corrective action procedures under Section IV, part A & B. Section A reads: **“Responsible Officers.”** The Mayor, Council President, City Administrator and/or the City Attorney shall be responsible for the enforcement of the rules and provision contained herein. Any of the responsible officers may employ the assistance of any Councilor for this purpose. Upon receiving an official complaint or witnessing inappropriate conduct, a combination of the above officials shall take administrative action. Administrative action shall include the serving of verbal warnings, issuing written reprimands or recommending Council take official legislative action in the form of resolution in an effort to correct the member’s behavior. Section B reads: **“Performance Correction Measures.** The responsible officers shall determine the appropriate measure to deal with the inappropriate behavior exhibited by the official. Depending on the severity of the offense, the responsible officers shall determine which measure(s) to employ. They may decide to verbally warn the member, provide a written warning, move for Council legislative action or cause the member (if appointed) to be removed



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from office. Councilors may not be removed from office by the Council, however anyone can start a recall of any official according to State Law. All corrective measures taken shall be reported to the affected body and to the Council.” Mr. McDowell commented that this legislation sets expectations for all officials of the City. *Councilor Gerber made a motion to adopt R 718. Councilor Shepherd seconded the motion.* Discussion was called for. Councilor Cole inquired as to whether behavior as a private citizen counts as behavior? Mr. McDowell related that there have been cases in Oregon where Councilors/City Administrators/Park Board Members/Planning Commission Members have had nefarious business dealings while serving in public office and that all behavior reflects on Council when in office. Councilor Gerber stated that she feels like we take on some extra responsibilities as a citizen when you serve on City Council. Councilor Cole then asked whether Staff felt like this Resolution helps them carry out their duties. Mr. McDowell responded in the affirmative. The Mayor and Administrator will have a clear procedure in place to deal with these kinds of issues. If R 718 is passed, Mr. McDowell assured Council the all appointed officials will receive the information, their signature will be required, and documentation will be kept in their personnel files. McDowell has also talked about this concept with all of the other Boards of the City for the last several years. *Mayor Ware again stated the motion and the second and called for a vote. All Councilors voted for R 718, with Councilor Cole abstaining stating she was uncertain how she felt about the issue.*

2. R 719: Setting SDC Charges. Mayor Ware noted that R 719 was passed last week at the October 22nd, 2013 meeting.
3. R 720: Transfer Resolution. *Councilor Cole made a motion to approve R 720 as presented. Councilor Gerber seconded the motion and it passed unanimously.*

ACTION ITEMS:

1. August Council Meeting. Mr. McDowell suggested to Council that the City could officially take a recess in August. An emergency meeting may be called within 24 hours if needed per the Oregon Revised Statutes and the Public Meetings Law. Mr. McDowell will provide a monthly report as normal; there would just be no formal Council meeting. *A motion was made by Councilor Van Sandt to forego the regular August Council meeting. The motion was seconded by Councilor Cole, and the motion passed unanimously.*
2. Reappoint Members to Various Boards and Commissions. Mr. McDowell reported that Jim Mayer will be unable to continue his duties on Park Board at this time. *A motion was made by Councilor Cole to reappoint Library Advisory Board Member Joey Running, Budget Committee Members Kaye Fox & Ed Hudson, Historic Review Board Members J. David Erickson, Mandy Cole, and Tricia Thompson, Planning Commission Member Tricia Thompson, and Parks*



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& Open/Spaces Advisory Board Member Patty Linn. The motion was seconded by Councilor Van Sandt, and the motion passed unanimously.

3. Authorize Court Clerk Services Agreement. Mr. McDowell reminded Council that in principal they have already agreed to this agreement. This is just the formal, written agreement. Mr. McDowell is simply requesting Council approval to authorize the document. *A motion was made by Councilor Cole to authorize Mr. McDowell to proceed with this agreement. The motion was seconded by Councilor Gerber, and the motion passed unanimously.* Mr. McDowell also reported that the City has reached an agreement with Linn County on the Intergovernmental Agreement (IGA) for court clerk services. We are going to keep this IGA intact. This IGA should be received within the next week or so. *A motion was made by Councilor Cole to authorize Mayor Ware to sign this agreement when received. The motion was seconded by Councilor Chambers, and the motion passed unanimously.*
4. Park Board Recommendation – Camping Disclaimer. Mr. McDowell reported that Park Board is recommending a camping disclaimer/receipt for camping in Pioneer Park. The City has created and will install warning signs located throughout the Park in an effort to minimize the City's liability. City Insurance Agent Mike Hoyt says that they fight these kinds of liability suits all the time and each time one of these cases is won, it erodes sovereign immunity. Mr. Hoyt recommends that the City should try to limit their liability whenever possible. *A motion was made by Councilor Van Sandt to move forward with accepting Park Board's recommendation to issue camping disclaimer paperwork. The motion was seconded by Councilor Cole, and the motion passed unanimously.*
5. Earthquake Insurance. Mr. McDowell reported that the City's current coverage is \$5 million for earthquake insurance. To purchase an additional \$5 million dollars of coverage would cost \$14,592.75. The deductible for both policies is \$50,000. CIS's pool that we belong to is limited to \$200 million. Mr. McDowell suggested perhaps putting this amount in the budget for next year is Council so chooses. Councilor Cole inquired as to the real value of our City buildings in regards to the damage of a major earthquake. Damage cost really cannot be determined until the major event has happened. McDowell reviewed the costs included in the official appraisal completed in 2010.
6. Bows and Arrows. Mr. McDowell has received an email from Mike Hoyt encouraging Council to re-evaluate the current weapons discharge policy. Mr. Hoyt expressed that if there was a permitting system in place before June 2010, he highly recommends implementing this process again. Mr. McDowell reminded Council that in June 2010, the vote for this legislature was 4-3. He is bringing this topic to Council to determine whether the Brownsville Municipal Code should be revisited with the possible implementation of a permitting policy. By consensus Council agreed to revisit this legislation in November.



DISCUSSION ITEMS:

1. Historic Registry and Downtown Buildings. In October Mr. McDowell was approached by Joni Nelson, Chair of the Historic Review Board, in regards to forming a Historic District downtown and the tourism and economic diversification it can bring to the City. Councilor Cole reported that Ms. Nelson has been to a Chamber of Commerce meeting and her ideas were received with enthusiasm. Council would like invite Ms. Nelson to come to a Council meeting and present her proposal to the Council. Councilor Shepherd suggested that it would be important to invite the downtown business owners that would be affected by this legislation as well. Their concerns should be heard and addressed in this process.
2. Weed Abatement Ordinance Proposed Language Changes. Mr. McDowell reviewed the Council goals. Council sets policy, Staff moves forward with that policy. In September, Staff reviewed this year's weed abatement program and identified some concerns. Staff has brought to Council some proposed language changes to address those shortfalls. Councilor Van Sandt commented that Staff had said there were some complaints this year, and stated that there would be complaints no matter what we do; one or two complains does not warrant a change. Councilor Gerber stated that she is not ready to add another layer of regulation. She appreciates the quiriness that makes Brownsville unique. Councilor Van Sandt stated that the date change from July 15th to the last day of July was good. Mr. McDowell stated that we are still respecting the fact that we are an agricultural community. McDowell doesn't really understand the problem with asking people to complete an annual permit for their property. Natural habitat for snakes, ground nesting pheasants, bees, insects, etc. seems to be a concern for Council. Councilor Shepherd expressed his concern over the unfairness of the current legislation. When he is required to mow his land, which is under an acre, and others around town with property measuring more than one acre are held to a different standard, it is quite irritating, and he has fielded complaints from many people around town. Councilor Van Sandt suggested that perhaps no one should be required to mow their lawns. Councilor Cole commented that she didn't think we were going to be able to please everybody, and she did not see a need to change the legislation at this point. Councilor Chambers agreed. *Councilor Cole moved to change BMC 8.30.060 to change the dates under E to state the last day of July. Councilor Chambers seconded the motion and the motion passed unanimously.*
3. Council Goal Review. After questions from Councilor Chambers, Mr. McDowell felt the need to revisit the Council packets again. The agenda is laid out in a specific order. The table of contents has page numbers on it to allow Council to quickly find each topic. Mr. McDowell stated that if a Councilor can't get through the whole packet, at least read his report, the agenda, and the upcoming legislation before the meeting. Councilor Chambers asked that Mr. McDowell call out the appropriate page numbers as Council moves through the Council meeting. Another change is that Mr. McDowell has updated his report with colors. Green highlighted areas relate to Council goals. Some areas, such as Affordable Care Act, will really not come to a meeting before probably February or so. Mr. McDowell will keep it in his report to keep it at the forefront of



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Council's mind as an upcoming issue to be dealt with. Councilor Cole would like Mr. McDowell to tell a few jokes to liven up the audio reports. Councilor Gerber expressed her appreciation for Mr. McDowell reports and how easy he makes it for Council.

4. Council Leadership & Information. Mr. McDowell reported that the heart of the City's leadership and information is R 718. It really pertains to continuing to develop your community leaders and developing organizational identity. Council appreciates the newly implemented hand delivered Council packets. Councilor Shepherd and Mayor Ware stop in on Fridays before Council and pick up their packets. All Councilors are encouraged to come in and pick theirs up, we are open until 4:30, and home delivery is still an option.
5. September Financials. Discussion called for, no questions were asked.

CITIZEN COMMENT: Kaye Fox would like Council to talk up the Senior's walk that will be happening at the Rec Center.

COUNCIL COMMENTS: No Council comments at this time.

ADJOURNMENT: Councilor Shepherd moved to adjourn, with Councilor Cole seconding the motion. The meeting was adjourned at 8:34 p.m.

City Administrator S. Scott McDowell

Mayor Don Ware



City Administrator Report

November 26th, 2013

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.



I don't know the key to success, but the key to failure is trying to please everybody."

– Bill Cosby

"A genuine leader is not a searcher for consensus but a molder of consensus."

– Martin Luther King, Jr.

"Whether you come from a council estate or a country estate, your success will be determined by your own confidence and fortitude."

– Michelle Obama



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

Bi-Mart Willamette Country Music Festival – Bi-Mart's Don Leber and the Festival's Anne Hankins will be here to discuss the planning process currently underway for this year's Festival. They also may discuss the Visit Linn Coalition objectives along with their Cape Blanco event.

Eugene Kennel Club Review – Mrs. Debbie Berry & Ms. Angela Perrin will be on hand to discuss their event scheduled for the weekend after Labor Day. The agreement is included in the packet and is nearly identical to last year's agreement. The Club really has dialed in the logistics for the event since the first year. Everything seems to be working great for them and for the City.



Central Linn Recreation Center Agreement Review – I will provide a report from my meeting with George Frasier via e-mail and will place a copy in the packet. *(The meeting will happen after the packet went to print.)*

Library Advisory Board Manual Review – Librarian Sherri Lemhouse will be attending to discuss the changes with the Manual and to give her report.



Ordinance 741: Weed Ordinance – I have made the changes as recommended by Council at the last meeting. The only thing changing is the date for fields to be harvested. Please refer to the ordinance for more information.

R 721: Miscellaneous Transfers – The City had one of our pumps at the Infiltration Gallery (Water Treatment Plant) fail. Staff is requesting enough money to replace the other pump as it will fail too as they were installed at the same time. We would like to be a little proactive and replace the pump before it goes out when demand is high. See the resolution for details.



Brownsville Chamber of Commerce Request – The Chamber is requesting an amount for the flower baskets that are done every year. The Chamber has done a great job with the baskets over the last few years. The amount requested is about 1/4 of what is actually spent. I think it is a great beautification effort that Council may want to financially support.

Conditional Use Applications (Home Occupations) – We have two residents who would like to operate a business out of their homes. The Planning Commission will hear the requests in January. I am asking for Council to allow the uses until the meeting in January due to the Holidays. The two residents are Elizabeth Swartzendruber and Joe Ayala.

Authorize Park Caretakers Advertisement – Staff would like to advertise the opening locally again this year.

Resolution Renumbering Proposal – Staff is proposing changing the numbering system for resolutions starting January 1st, 2014. Currently the City has a linear numbering system. We are proposing to change the system to reflect the year so the first ordinance of 2014 would be 2014 – 01. The new system is pretty common and helps with tracking official documents. Council will be asked for an official motion on this issue.

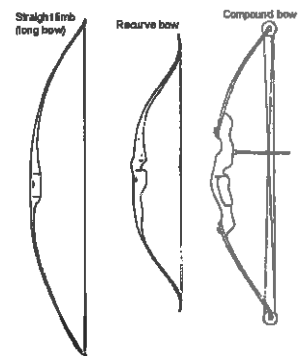
CLSD, Calapooia Food Alliance & the Community Garden Agreement – Time has come once again to approach the School District about the agreement for the gardens behind the District Office. Council will be asked if the City wishes to continue the program and proceed with the required review.



Economic Development Process – Mayor Ware and I had a good discussion about this topic that I would like to share with the entire Council

at the meeting.

Weapons Discharge – Council indicated at last meeting that a review of the bow and arrows ordinance change would be done this month. I have included a report from May 25th, 2010 which includes the old language along with City Insurance Agent Mike Hoyt's e-mails. I also included the minutes from the meeting when the ordinance was passed. I thought it would be best to discuss changes, if any, in a general sense before I start crafting any official language.





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



Christmas Party – Friday December 6th, 2013 at 6:30 p.m. has been set for the City's annual celebration. We will be hosting the event in the Community Room!

STATUS UPDATES – Projects, proposals and actions taken by Council

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



Suggestion: Council has been very successful executing Town Hall style meetings over the course of the last several years. Examples include use of the space vacated by the Fire Department, the creation of new restrooms in Pioneer Park and the Calapooia River erosion concern to name a few. In each of those cases, the City sent letters to all interested parties and stakeholders and put an advertisement in The Times. The outcomes from each of those meetings was very positive.



Council will be responsible for passing any legislation or providing any matching money that may be needed if "grant" money is available – not any other community partner. I have placed some information about the program in the packet for your review.

Active: CIS & the Affordable Care Act – 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

Administrator's Report



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: McFarland Cascade Update – Everything is nearly in order with the agreement. All the terms and amounts have been finalized. By the time you read this, everything should be signed. The City will execute the final amounts once all the work is completed and inspected.



Active: Distribute R 718 – Staff will be preparing and distributing the resolution and a cover letter before the first of the year.

Mortuary Board Report & Audit – 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: Linn County IGA & Personal Services Agreement (Jan Henry) – Linn County Commissioners passed the revised IGA as approved by Council. Jan Henry is reviewing the personal services agreement. I expect that it will be completed very soon.

Red Barn Initiatives – On January 15th, 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.

Completed: Surplus Sale – Public Works Superintendent Karl Frink and Administrative Assistant Tammi Morrow finalized all sales a few weeks ago.

Active: GR12 Update – *From last meeting:* City Engineer Jon Erwin brought in a well testing company and pumped the GR 12 site on October 15th, 2013. Mr. Erwin is happy to report that the well tested at a higher level than what is listed on the water right. Erwin is currently working on a proposal along with cost estimates for the implementation of this water source.

Active: Sweet Home Sanitation Residential Service Requirement – I have contacted Scott Johnson and they will be working on a proposal for Council's consideration at a future meeting.

Active: Houtz Report & Update – I will provide a brief report at Council.

Active: City Hall Restoration – *From last 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.

Active: Water Treatment Plant Computer System – Public Works Superintendent Karl Frink has been working diligently to get this issue resolved with The Automation Group (TAG).

Continuance: The City has held back a portion of the final payment until this project is completed to the City satisfaction. Mr. Frink will be providing an update.

From last meeting: Public Works Superintendent Karl Frink has been dealing with the fact that the computer system completely failed on May 13th, 2013. Staff was able to bring the computer system back online May 22nd, 2013. Mr. Frink is still working out the all of the details to ensure that our contract with TAG is complete and correct.

Pending: Chamber MOU – President Addison has been authorized by the Executive Board to execute the agreement. Addison and I still need to have a conversation to finish the details. This item will be reviewed at the December Council meeting.

From last meeting: I recently met with Chamber President Aimee Addison to review the issues I reviewed with Council at the September 24th, 2013 Council meeting. We have incorporated nearly all of those suggestions into the body of the agreement. The next step is for the initial draft to go through the Chamber Board. I hope to have the



details finalized for the December Council meeting.

Pending: Linn County Planning & Building Department Proposal Update – I will provide an oral update for Council on this item. *From last meeting:* Enclosed in the packet is the letter that was sent to Robert Wheeldon regarding Council's clarification questions from his letter earlier this summer regarding an Urban Growth Boundary (UGB) adjustment for the Bi-Mart Willamette Country Music Festival (BWCMF). The City is still waiting to hear an official response from the County.

Complete: Oregon Public Works Emergency Response Agreement – The City executed this agreement with the State and has received the final version from the State.

Pending: ODOT Permitting Application – Staff is still waiting on the exact paperwork from the State. Council authorized this item at the September 24th, 2013 Council meeting.

Active: Finance Outcomes – Staff has entered the Adjusting Journal Entries and Boldt, Carlisle & Smith's are finalizing their reports for the Fiscal Year 2012-2013 audit.

Pending: Vandalism Case – The City is still waiting for restitution. *From last meeting:* Council may recall of vandalism incident at the North Wastewater Treatment Plant facility. The City has



forwarded a request of \$2,394.49 in restitution for the damage that was caused. The City is still not heard the outcome of the judgment.

Active: Visit Linn Coalition (VLC) Update – I will provide an oral update for Council.

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

Pending: Canal Company Update – I will provide an additional report for Council's information and review.

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



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

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

From a past meeting: As reported at last Council meeting, Canal Company Attorney Deb Dyson has stepped down as their attorney citing a change in her law practice. I am still waiting to hear from the Canal Company to

determine who their new attorney will be and if they have remedied the issue regarding their IRS status.

PAST MEETINGS – Memory Information

System Development Charges Review – Council has been discussing the implications of the SDC methodology and how that applies to developing properties.

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

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

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



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

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

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

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

2009-2010: Several update conversations.

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

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

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



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

Outcome

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

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

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

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

Pending: Central Linn School Meetings – I will have an oral update for Council. *From a past meeting:* Superintendent Brian Gardner is working toward getting this committee back together for discussions involving school related issues. Mayor Ware, Councilor Shepherd and Councilor Van



Sandt represented Brownsville last year. The original idea was to bring members from Halsey, Brownsville and the School Board together to discuss common issues and identify ways to improve the School District.

WNHS Update – See new information handout. *From last meeting:* 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, consisting of the letters "S" and "M" in a cursive, stylized font.

S. Scott McDowell



2013 Council Goals

Who we are?

Brownsville is a City that is proud of its past while constantly improving for 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. Transparency is the focus of Council as is working closely with Staff, volunteers, civic organizations, appointed officials and the citizenry to execute the goals and 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 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 Council Goals

- Exploring Additional Resources
 - Options include exploring the procurement of upstream water rights and other possibilities that exist in other areas of Brownsville.

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.
- 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 Association and by fostering a better partnership with the Central School 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.
- Sidewalk Inventory
 - Council is actively working on developing a sidewalk program.
 - Council will determine action steps once the inventory is complete.

Capital Improvements Plan

- Water Plant & Distribution
 - Council has contracted for the repair of the Water Treatment Plant (WTP) computer system.
 - Council has budgeted for a new emergency generator for the WTP.
 - Council understands that the City is in need of a new 1.1 million gallon reservoir.
 - Council understands there are a few critical water lines that need to be replaced including the Main Street waterline.



2013 Council Goals

- Council is currently repairing the Calapooia Crossing waterline this upcoming fiscal year.
- Wastewater Treatment & Collections
 - Council has budgeted for a well for the South Plant.
 - Council understands that nearly 45% of the collection lines are need of replacement.
 - Council is aware that the Millhouse line will be a priority 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 improvements. The remainder of Kirk Avenue will be a grind and overlay project.
 - 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.
 - 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.
 - Council encourages Staff to continually develop their professional skills and capacities as employees.
- Council Development
 - Council recognizes Council's need for additional training & development. Council will continue to improve individually in their role as community leaders working together to accomplished shared organizational goals.
 - 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.

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.



2013 Council Goals

- 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.
- 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 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:



2013 Council Goals

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



Public Works Report November 19th, 2013

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 November.
- *Distribution System* – No water leaks in the this last month. Hydrant flushing has begun, the Brownsville Rural Fire District has been flushing and flow testing each hydrant, public works has been flushing hydrants as well.
- *Cross Connection Program* – I continue to work on the annual inspections of the water system to identify and correct any unsafe condition that may exist.
- *Water Treatment Plant* –The emergency response plan and operations and maintenance manual are under construction. The computer SCADA system near completion. We will be implementing a remote access system to increase our ability to monitor and respond to water plant alarms. New screens are being created and updated alarms are being implemented.

Sewer:

- *North Lagoons* – Preparations are under way to begin discharging from this facility to the Calapooia River.
- *South Lagoons* – Preparations are under way to prepare for the annual discharging from this facility.
- *Collection System* – No sewer problems this month!
- *Misc.* – Nothing further to report at this time.

Streets:

- *Mowing/Tree Maintenance* – Trees are trimmed on an as-needed basis. Work is complete to weed-eat and maintain all of the public right of ways in town. We will perform this task one more time in before fall/winter rains set in.
- *Asphalt/ Gravel Road Maintenance* – Road grading/maintenance is slated for the second week of December.
- *Storm Drainage* – All of the public right of way ditches will be weed-eated prior to winter. Catch basins will be cleaned the third week of December.

Parks:

- *Pioneer Park* – The park has been mowed and Leaf clean up is under way. The LDS church has volunteered to help clean up leaves in the park this year.
- *Blakely Park* – The leaves have been cleaned up at this facility.
- *Kirk's Ferry Park* – The leaves in this park will be cleaned up soon.
- *Remington Park* – The leaves have been cleaned up at this facility.

Cemetery:

- *Grounds* – Nothing to report this month.

Library:

- *Grounds* – The leaves have been partially cleaned up at this facility.

- *Buildings* – Nothing to report this month.

Downtown

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

City Hall:

- *Buildings* – Nothing to report at this time.
- *Grounds* – The area behind City Hall is mowed and maintained as needed.
- *Community Center* – Nothing to report this month.

Rec. Center:

- *Grounds* – The leaves have been cleaned up at this facility.
- *Buildings* – Nothing to report this month.

Public Works:

- *Grounds* – This facility is mowed every week.
- *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.



Library Advisory Board
Librarian's Report
October 2013

This past month has been a busy one. We had 104 moms and children participate in Story Time. I have definitely noticed more moms and kids coming to Parents and Pals Tuesday morning Story Time. It is rewarding to see this program flourish again. On Halloween evening we had 270 visitors to our Library for Treats handed out by the Librarian.

In September I was approached by a concerned mom about the Dolly Parton Imagination Library. This program mails four books per year to children ages 5 and under. There is no cost to these families. It is paid for through a partnership of the Corvallis Morning Rotary and the Central Linn School District. The Library part will be the administration and promotion of this terrific program. Currently there are 94 Central Linn Community children enrolled. I have many ideas on how to bring these families into our Library family and am excited to be reaching out to new families.

Here are a few facts about our library the month of October 2013. We have received 37 new books for the library. Volunteers donated 198.25 hours to our library. There were 1,504 materials checked out. 530 adult fiction books; 250 adult non-fiction books; 76 audio books; 259 children's books; 217 junior books; 86 junior reference books and 86 large print books.

Respectfully submitted,

Sherri Lemhouse
Librarian

**BROWNSVILLE MUNICIPAL COURT MONTHLY REPORT
STATISTICAL REPORT FOR THE MONTH OF OCTOBER 2013**

Offense Class	Pending First Day	Filed	Closed	Pending Last Day	Trials
Misdemeanors	30	0	1	29	
Violations	11	6	9	8	1
Contempt/Other	26	0	0	26	
TOTALS	67	6	10	63	1

BALANCE SHEET FOR THE MONTH OF OCTOBER 2013

Court Revenue

Court Payments

Total Deposits + \$ 2,695.00
 Total Bail Forfeits + \$ 420.00
 Total Bail/Bank Fees - \$ -
 Total Bail Held - \$ -
 * Total Refund/Rest \$ (50.00)
 Total NSF's - \$ -

City \$2,388.10
 Restitution \$ -
 Unitary Assessment \$ 585.36
 Linn County \$ 91.54
 State Misc. \$ -
 DUII Surcharge \$ -

TOTAL COURT REVENUE

\$ 3,065.00

TOTAL COURT PAYMENTS

\$3,065.00

Credit given for Community Service \$ -

Other Credit Allowed Against Fines \$ -

TOTAL NON-REVENUE CREDIT ALLOWED \$ -

TOTAL CASH PAYMENTS TO:

CITY \$ 2,388.10
 STATE \$ 585.36
 COUNTY \$ 91.54

*REFUND/RESTITUTION \$ -

ACCOUNTS RECEIVABLE:

BEGINNING \$ 2,260.88
 ENDING \$ 3,542.59



LINN COUNTY SHERIFF'S OFFICE

Tim Mueller, Sheriff

1115 SE Jackson Street, Albany, OR 97322

Phone: (541) 967-3950

www.LinnSheriff.org

2013

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

FOR THE MONTH OF: **October**

TRAFFIC CITATIONS: -----	5
TRAFFIC WARNINGS: -----	5
TRAFFIC CRASHES: -----	1
ADULTS CITED / VIOLATIONS: -----	2
ADULTS ARRESTED: -----	9
JUVENILES CITED / VIOLATIONS: -----	0
JUVENILES ARRESTED: -----	0
COMPLAINTS/INCIDENTS INVESTIGATED: -----	46

TOTAL HOURS SPENT IN: BROWNSVILLE 209

70 PERCENT COVERAGE OF TWO DEPUTIES PER MONTH= 202 HOURS

**Tim Mueller,
Sheriff, Linn County**

By: Sgt. Brad Kelley

CAD Call#	ENTRY TIME	CALL DESCRIPTION	STREET #	ADDRESS	CITY	DESCRIPTION
133020042	3:31:37	ASST-OUTSIDE AGENCY	1120	ASH ST	Brownsville	No Additional Report Necessary
133000346	23:04:47	SUSP-VEHICLE	200	PARK AV	Brownsville	No Additional Report Necessary
132990174	12:44:46	FRAUD	405	SPAULDING AV	Brownsville	No Additional Report Necessary
132980356	20:11:58	THEFT-RPT	124	HOLLOWAY HTS	Brownsville	No Additional Report Necessary
132980333	18:18:03	FIRE ARMS COMPL	221	E WASHINGTON AV	Brownsville	No Additional Report Necessary
132980199	12:01:18	PROP-FOUND	200	PARK AV	Brownsville	Incident Report
132960318	20:00:58	Trf Equipment Viol	1100	OAK ST	Brownsville	MDT Narrative Update
132960189	14:10:59	DOG BITE	382	KIRK AV	Brownsville	CAD Report
132960128	11:52:51	WARRANT SERV	1029	PINE ST	Brownsville	No Additional Report Necessary
132950297	16:36:51	FRAUD	900	ASH ST	Brownsville	No Additional Report Necessary
132940258	16:21:34	VEH-RECOVERED	200	PARK AV	Brownsville	Incident Report
132930166	13:17:49	NARCOTICS OFF	200	PARK AV	Brownsville	Incident Report
132930165	13:16:03	WARRANT SERV	200	PARK AV	Brownsville	No Additional Report Necessary
132930162	13:13:27	Trf Observe Susp Activity	200	PARK AV	Brownsville	CITE ISSUED - DWS/NO ODL
132920300	21:54:53	PROWLER *THERE NOW*	222	WASHBURN ST	Brownsville	No Additional Report Necessary
132910372	19:49:42	INFORMATION REQUEST/RE	200	ELM ST	Brownsville	No Additional Report Necessary
132910248	14:56:38	NARCOTICS OFF	305	KIRK AV	Brownsville	Incident Report
132900419	23:35:05	WARRANT SERV	216	ELM ST	Brownsville	No Additional Report Necessary
132900410	22:52:26	DISTB-DOMESTIC	216	ELM ST	Brownsville	No Additional Report Necessary
132900399	21:46:10	ASSAULT REPORT	255	N MAIN ST	Brownsville	No Additional Report Necessary
132890349	19:52:51	MVC-NON INJURY	27840	SEVEN MILE LN	Brownsville	CAD Report
132890040	4:27:58	SUSP-VEHICLE	220	S MAIN ST	Brownsville	No Additional Report Necessary
132880322	18:35:46	PERS-MISSING	255	N MAIN ST	Brownsville	No Additional Report Necessary
132880320	18:22:10	Trf Moving Viol	100	PARK AV	Brownsville	WARNING - MOVING VIOLATION
132880307	17:50:03	WELF CHECK	1016	ASH ST	Brownsville	Incident Report
132880300	17:30:23	WARRANT SERV	113	STANARD AV	Brownsville	Civil process attempted, not served
132880275	16:30:53	Trf Seatbelt	200	PARK AV	Brownsville	CITE ISSUED - DWS/NO ODL
132880073	7:28:23	TRAFF-OTHER VIOL	990	WASHBURN ST	Brownsville	No Additional Report Necessary
132870271	16:52:19	ASST-OUTSIDE AGENCY	511	SPAULDING AV	Brownsville	Cancelled Duplicate Call
132870264	16:06:12	WELF CHECK	511	SPAULDING AV	Brownsville	No Additional Report Necessary
132870145	10:58:12	DOG COMPLAINT	903	ASH ST	Brownsville	No Additional Report Necessary
132850121	9:48:07	SUSP-PERSON	414	AVERILL ST	Brownsville	No Additional Report Necessary
132850120	9:47:41	WARRANT SERV	1022	OAK ST	Brownsville	MDT Narrative Update
132840261	16:07:36	Trf Citz Compl	380	KIRK AV	Brownsville	No Additional Report Necessary
132840250	15:38:17	WARRANT SERV	729	N MAIN ST	Brownsville	No Additional Report Necessary
132830327	17:17:22	TRAFF-OTHER VIOL	220	S MAIN ST	Brownsville	WARNING - AGGRESSIVE DRIVING
132820368	22:38:37	INFORMATION REQUEST/RE	707	BUTTE ST	Brownsville	Incident Report
132820335	21:05:28	Trf Moving Viol	300	WASHBURN ST	Brownsville	WARNING - MOVING VIOLATION
132820222	14:43:42	WARRANT SERV	100	STANARD AV	Brownsville	No Additional Report Necessary
132820222	14:43:42	WARRANT SERV	100	STANARD AV	Brownsville	CITE ISSUED - DWS/NO ODL
132820218	14:34:14	Trf Equipment Viol	100	STANARD AV	Brownsville	CITE ISSUED - EQUIPMENT VIOLATION
132820195	13:54:09	LITTERING	117	N MAIN ST	Brownsville	No Additional Report Necessary
132810251	15:29:20	Trf Seatbelt	100	STANARD AV	Brownsville	CITE ISSUED - SEATBELT VIOLATION
132810246	15:16:29	Trf Cell Phone Use	200	PARK AV	Brownsville	WARNING - CELL PHONE USE VIOLATION
132800167	11:41:01	911 HANGUP	333	WILSON AV	Brownsville	No Additional Report Necessary
132800005	0:57:14	PROWLER *THERE NOW*	515	FISHER ST	Brownsville	No Additional Report Necessary
132790245	19:54:28	Trf Equipment Viol	800	LOUCKS WY	Brownsville	WARNING - EQUIPMENT VIOLATION
132790213	17:25:08	TRESPASS	216	ELM ST	Brownsville	Incident Report
132780126	11:00:35	TRAFF-OTHER VIOL	723	N MAIN ST	Brownsville	No Additional Report Necessary
132770271	16:00:19	NEG BAD CHECK	105	E BISHOP WY	Brownsville	Incident Report

CAD Call#	ENTRY TIME	CALL DESCRIPTION	STREET #	ADDRESS	CITY	DESCRIPTION
132770077	5:02:44	ALARM - POLICE	303	W BISHOP WY	Brownsville	No Additional Report Necessary
132760244	14:43:59	WARRANT SERV	222	WASHBURN ST	Brownsville	No Additional Report Necessary
132750322	18:54:02	SUSP-PERSON	110	WORLEY ST	Brownsville	No Additional Report Necessary
132750319	18:35:16	UNAUTHORIZED ENTRY TO	753	TEMPLETON ST	Brownsville	Incident Report
132750005	0:30:39	THREATS	303	PUTMAN ST	Brownsville	No Additional Report Necessary
132740302	18:07:40	Trf Equipment Viol	100	PARK AV	Brownsville	WARNING - EQUIPMENT VIOLATION

RESOLUTION NO. 721

A RESOLUTION AUTHORIZING TRANSFERS WITHIN CERTAIN FUNDS FOR THE FISCAL YEAR 2013-2014 BUDGET

WHEREAS, Council would like to maintain accurate expenditures for each and every fiscal year; and

WHEREAS, several line items are over spent annually depending on factors outside the control of Council and Staff; and

WHEREAS, moving funds from the contingency line items to the over spent line items will give a more accurate reflection of expenditures for each fiscal year; and

WHEREAS, funds were moved in accordance with Oregon Local Budget Law; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, that that the following funds be transferred in the following accounts:

<u>Transfer From:</u>	<u>Transfer To:</u>		Amount:
<u>General Administration</u>			
100.010.950.000.00.00 Contingency	100.010.613.000.00.00 Audit Fees		\$1,660
		Total	\$1,660
200.060.802.000.00.00 Contingency	200.060.872.000.00.00 Equipment New & Replacement		\$18,000
		Total	\$18,000

Total Amount Transferred \$19,660

PASSED AND ADOPTED by the City Council of the City of Brownsville this 26th day of November 2013.

Don Ware, Mayor

ATTEST:

S. Scott McDowell, City Administrator

Ordinance Revision

ORDINANCE NO. 741

AN ORDINANCE AMENDING TITLE 8 OF THE BROWNSVILLE MUNICIPAL CODE, CHAPTER 8, SECTION 8.30.060; NOXIOUS WEEDS

Current Ordinance Language:

8.30.060 Noxious vegetation.

- A. The term “noxious vegetation” does not include vegetation that constitutes an agricultural crop, unless that vegetation is a health hazard or a fire or traffic hazard within the meaning of subsection (B) of this section.
- B. The term “noxious vegetation” does include:
 - 1. Weeds more than 12 inches high.
 - 2. Grass more than 12 inches high.
 - 3. Poison oak.
 - 4. Blackberry bushes that extend into a public thoroughfare or across a property line, without the approval of the adjacent land owner.
 - 5. Vegetation that is:
 - a. A health hazard.
 - b. A fire hazard because it is near other combustibles.
 - c. A traffic hazard because it impairs the view of a public thoroughfare or otherwise makes use of the thoroughfare hazardous.
- C. Between June 1st and September 30th of any year, no owner or persons in charge of real property shall cause or allow to remain standing on the property noxious vegetation anywhere within the City limits.
- D. Lots and parcels more than one acre shall maintain the property around buildings and roadways as follows:
 - 1. Within 30 feet of any building or accessory structure.
 - 2. Within 20 feet of any roadway, walkway or property line.
- E. Owners and persons in charge of real property more than one acre shall have the option of baling the material from their land. Hay must be baled and removed no later than July 15th. [Ord. 718, 2009; Ord. 589 § 1, 1989; Ord. 588 § 17, 1989; 1981 Compilation § 4-5.17.]

Proposed Changes/Additions:

- E. Owners and persons in charge of real property more than one acre shall have the option of baling the material from their land. Hay must be baled and removed no later than the last day of July. [Ord. 718, 2009; Ord. 589 § 1, 1989; Ord. 588 § 17, 1989; 1981 Compilation § 4-5.17.]

BROWNSVILLE CHAMBER OF COMMERCE

P.O. BOX 161
BROWNSVILLE, OR 97327
www.historicbrownsville.com

Invoice

Date	Invoice #
11/1/2013	1140

Bill To
CITY OF BROWNSVILLE 255 N MAIN ST. P.O. BOX 188 BROWNSVILLE, OR 97327

Description	Amount
Charge for some of the watering for flower baskets	1,200.00
Thank You	Total \$1,200.00



Park Use Agreement

BETWEEN: The City of Brownsville, an Oregon
Municipal Corporation (CITY)

AND: The Eugene Kennel Club (ORGANIZER)

RECITALS

- I. The City of Brownsville owns and operates Pioneer Park, a 26+ acre public park.
- II. Organizer wishes to utilize Pioneer Park to host a dog show; September 4th – 7th, 2014.
- III. The Parks & Open Space Advisory Board and Council have expressed a willingness to make such accommodations and allow such use of Pioneer Park provided Organizer is able to satisfy necessary requirements to ensure the safety of attendees and properly protect Park grounds and facilities.

AGREEMENT

1. **ORIGINATION.** This Agreement is made this 28th day of January, 2014, between the City and the Organizer.
2. **CONDITIONS.** The City grants permission to the Organizer to use Pioneer Park for holding the Event on the dates stated above subject to the following conditions:

a) **Application.** Organizer has submitted the following information:

- Name and address of the person or persons responsible for the Event:

Event Purpose: Dog Show and Obedience Trial

Eugene Kennel Club

Angela Pellerin, Show Co-Chair Debbie Berry, Show Co-Chair

- Proof of Insurance: (CITY will require to be listed as additionally insured.)

Proof of liability insurance will be provided by Sportsman's Insurance Plan, Inc.

- An accurate description of the area requested to be used;



- The exact dates and times of the proposed event: Use of Pioneer Park in its entirety (see attached) from Noon 9/5/2013 through 8:00PM 9/08/2013
- Estimated attendance: 600 – 650
- Estimated number of RV's: 85-100
- Number of tickets to be sold, if any: There will be no tickets sold
- Nature of the proposed gathering: Dog Show and Obedience Trial
- Any other pertinent information: Parking will be run by a professional parking company (JIFYS) during the entirety of the event.

b) **Additional Information.** Organizer shall provide:

1. A list describing all the temporary structures or equipment proposed to be used: Tenting will be provided by Parties To Go of Eugene, Oregon, along with set up and tear down. Ring set up and tear down will be provided by MB-F dog show superintendents. [TBA]

2. Fire and life safety plan:

911 for emergencies

1st Response
Brownsville Fire Department
Chief Kevin Rogers
P.O. Box 189
Brownsville, Oregon 97327

Lebanon Fire Department Ambulance

Fire safety rules in relation to motor homes and traffic will be the responsibility of:

JIFYS
Bob Damberg
P.O. Box 187
Boring, Oregon 97009

c) **Responsibilities of Organizer.**

In order to demonstrate that Organizer has adequate plans to satisfy the responsibilities of this Agreement, Organizer has submitted the following information to the City:

1. *A feasibility review for the site with proposed venue layout.*



Detail being re-designed, but very close to last year, for all intents and purposes. (To be attached.)

2. *Marketing for the Event, if any:*

Internet
Brownsville paper
Posters/Flyers posted 2 weeks prior to the event (Brownsville)

3. *Providing all necessary appurtenances for said Event including, but not limited to, additional trash cans, fencing and portable facilities such as restrooms.*

Eugene Kennel Club will provide for additional:

Porta Potties through Honey Bucket.
Extra trash dumpsters through Sweet Home Sanitation.

4. *Procuring and providing every aspect of the Event including, but not limited to, all arrangements, logistics and food service.*

Food service will solicited from:

Randy's Main Street Café

If none of the above can accommodate EKC then we will look outside of the area by necessity.

5. *Setting up and tearing down all structures relating to the Event.*

See above.

6. *Ensuring the park is in, at least, the same condition as it was prior to the Event.*

3. RESPONSIBILITIES OF CITY

A. The City shall provide:

1. The exclusive use of the requested venue for the specified date. The Organizer will be allowed use of the Park from Thursday, September 4th at Noon through Sunday, September 7th until 8:00 p.m. Incidental use of the Park will be permitted. Incidental use includes people using the river, playground equipment and other normal uses of the Park during the Event.



2. The use of all the buildings including the Pavilion, Dance Hall, Stage, Community Arts Building and the Flower Building.

3. Existing Portable restrooms, existing trash cans and one (1) 5 yard dumpster in the food service area and one (1) ten yard dumpster near the RV camp site.

4. COMPENSATION. The Organizer and the City have agreed on \$3,600 for the use of the park; this fee includes the use of all the buildings and RV/camping fees for the duration of their stay. Special considerations are made for the use of the east ball fields to be used for parking RV's. The City is concerned about the potential impact on the area. The Organizer has agreed to the deposit amount of \$2,400 for any damages that may occur during the event. The park fees and deposit amount shall be due two weeks prior to the event.

An assessment of the field condition will be performed by the Public Works Superintendent, the City Administrator and a representative from EKC. If deemed necessary, the City shall be responsible for hiring a contractor to perform any needed work on the fields. The deposit amount shall be used on an "as needed" basis. If the damages were only \$1,800, the additional funds would be returned to the Organizer. If, however, the damages were in excess of the deposit amount, the Organizer would be responsible for those costs.

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

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

7. LIABILITY WAIVER ACKNOWLEDGEMENT. By utilizing Pioneer Park, you are agreeing to the following: that you are aware that outdoor activities (such as swimming and hiking) and the use of any equipment, shelter, or other facilities (including, for example, tents, cabins, campfires, and grills) can be hazardous. You are also aware that natural occurrences (such as lightning, high winds, rainstorms, and flash floods) and wildlife (such as bears, cougars, snakes, and yellow jackets) can be unpredictable and dangerous, and that consuming animals, vegetation, water, and other substances found on or around the Premises can be harmful. You understand that adhering to the list of cautions or abiding by such rules, regulations, guidelines, or instructions does not guarantee your safety. You hereby assume all risks of injury, loss of life, and damage to persons or property (including pets) and release, indemnify, and hold harmless



the City of Brownsville, Oregon from and against any and all liabilities, claims, demands, costs, losses, expenses, or compensation of whatever nature in connection with any loss, damage, or injuries to persons and property caused or sustained by me, members of my family, my guests or pets.

8. NOTICE. Oregon law (ORS 105.682, et seq.) provides the owner of land is not liable in contract or tort for injury death or property damage that arises out of use of the land for recreational purposes (known as "recreational use immunity"). That immunity from liability does not apply if the owner makes a charge for permission to use the land. Fees charged for a particular use in this park, such as camping and/or building rentals, do not apply to other uses of the park, or to your ability to enter other areas of the park. Therefore, City of Brownsville is not liable for injuries, death or property damage arising out of any use of this park for recreational purposes when no specific charge has been made for that use or for the right to enter that part of the property.

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

City:

Mayor

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:

From: Michael G. Hoyt [mike@barkeruerlings.com]
Sent: Monday, October 21, 2013 3:35 PM
To: S. Scott McDowell
Subject: RE: Weapons w/i City Limits

Follow Up Flag: Follow up
Flag Status: Completed

Hi Scott – from a liability insurance and risk management perspective, we would certainly advocate not allowing bow and arrow/cross bow discharging within City limits. It would be our recommendation that the City utilize a permitting process in which there is an inspection of the requesting homeowner's property where the activity would take place, and presumably some discussion of liability and safety issues. Clearly, there are public safety concerns with discharging such weapons in populated areas, and we would prefer that the Police Department and individual property owners are both involved in some type of pre-approval process.

Let me know if you have additional questions or want to discuss further.

Thanks.

Mike

Michael G. Hoyt, CIC
Senior Account Executive
Barker-Uerlings Insurance, Inc.
340 NW 5th Street, Corvallis, OR 97330
P.O. Box 1378, Corvallis, OR 97339
Phone: (541)757-1321 Fax: (541)757-1328
Email: mike@barkeruerlings.com



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From: S. Scott McDowell [mailto:admin@ci.brownsville.or.us]
Sent: Monday, October 21, 2013 11:04 AM
To: Michael G. Hoyt
Subject: RE: Weapons w/i City Limits

Good Morning Mike:

The City changed this policy a few years ago. Prior to the change, folks could apply for a permit to discharge bows and arrows on their property. Then, the Charles Williams incident occurred and Council changed the rule to allow anyone at anytime on any lot to discharge bows and arrows for target practice purposes. Fortunately, there hasn't been an accident to date but I warned Council that if any person, pet or otherwise were to be injured, the liability implications could be significant due to this legislative change. One major factor that was discussed was the size of our City lots - most of the lots are very small which simply doesn't support this type of activity. The City does have many lots that could setup a

practice area safely and that is why the City Fathers & Mothers had made the provision for a permit originally.

The irony of the entire situation was that Charles Williams was a person who was actually shooting his bow on a public street onto public property. The Sheriff's Office cited him for his illegal activity. He ended up joining forces with the Wapiti Bowmen of Lebanon to push for the change. At the time, there was a big Libertarian influence on Council which helped lead to the change. My professional thought is that a permitting system manages the risk much more effectively. If folks have enough space on their property and do it with the proper safety precautions as reviewed by local law enforcement, not as much of a problem. The Ordinance passed by a 4-3 vote. Sorry for the long answer!



S. Scott McDowell

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

From: Michael G. Hoyt [<mailto:mike@barkeruerlings.com>]
Sent: Friday, October 18, 2013 4:52 PM
To: admin@ci.brownsville.or.us
Subject: Weapons w/i City Limits

Hi Scott - - I was working with another public entity client of ours this week, and the issue of allowing weapons within city limits came up. More specifically, the issue of discharging weapons inside city limits, especially bows and cross bows. I wasn't sure where the City of Brownsville was on this issue. Do you allow bows (including cross bows) to be fired within your city limits? Does Brownsville have a specific ordinance related to the use of bows/cross bows? Let me know as I am polling some of my municipality clients on this issue, in the interest of addressing the related insurance and risk management issues.

Let me know where you currently stand on this issue.

Thanks.

Mike

Michael G. Hoyt, CIC
Senior Account Executive
Barker-Uerlings Insurance, Inc.
340 NW 5th Street, Corvallis, OR 97330
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Emergency Management meeting. He said that the best course of action may be to form a committee that would meet several times a year. Mr. McDowell said that Linn County had fixed the security lights on the back of the Museum and the situation is much better. He said that he and Mr. Frink had met with Jon Erwin regarding the Hwy. 228 water line repair with the goal of being able to go out to bid by July 1. Mr. McDowell said that Chuck Knoll from the Linn County Road Department is not as optimistic about being able to start construction this summer as he had been as there are still a number of approvals from different divisions of ODOT yet to obtain. He said that the painting work on City Hall, the Rec Center and Picture Gallery has been completed and he has received a number of compliments on the new look.

5. Library Report. Ms. Lemhouse provided a written report. Mayor Ware said that the circulation numbers and volunteer hours are up.
6. Court Report. Ms. Nida provided a written report.
7. Council Comments. Councilor Boyanovsky said that he had attended the Rec Board on June 11th. He said that Youth For Christ and Parents & Pals will be renting space in the Rec Center. Councilor Boyanovsky said that the Rec Board is putting together a group to investigate alternative gym floor surfaces for the Rec Center.
8. Citizen Comment. None.

LEGISLATIVE:

1. Resolution 649 – Appropriations FY 2010-2011. Councilor Cole moved to approve Resolution 649. The motion was seconded by Councilor Gerber and was approved unanimously.
2. Resolution 650 – Water & Sewer Rates Clarification. Mr. McDowell said that based on conversations at Budget Committee meetings and subsequent Council meetings there won't be any changes in the utility rates for the coming year. McDowell recommended the passage of a Resolution to record the fact that the rates will be unchanged as they have increased every year for some time. Councilor Van Sandt moved to approve Resolution 650. The motion as seconded by Councilor Boyanovsky and was approved unanimously.
3. Ordinance 724 – Discharge of Weapons (Second Reading). Councilor Cole moved to read by title only. The motion was seconded by Councilor Gerber and was approved unanimously. Mayor Ware read the title of Ordinance 724. Councilor Shepherd again expressed his opposition, stating that if someone had an accident their homeowner's insurance wouldn't cover them and he said that Councilors could be sued for creating a safety hazard. Councilor Cole moved to approve ordinance 724. The motion was seconded by Councilor Boyanovsky and was approved 4 to 3 with Councilors Shepherd, Cole and Van Sandt voting no.
4. Ordinance 725 – Nuisance Abatement (Clean Up Day) (Second Reading). Councilor Cole moved to read by title only. The motion was seconded by Councilor Boyanovsky and was approved unanimously. Mayor ware read the title of Ordinance 725. Councilor Cole moved to approve Ordinance 725. The motion was seconded by Councilor Gerber and was approved unanimously.
5. Ordinance 726 – Purchasing Requirements (Second Reading). Councilor Gerber moved to read by title only. Councilor Van Sandt seconded the motion and it was approved unanimously. Mayor Ware read the title of Ordinance 726. Councilor Cole moved to approve Ordinance 726. The motion as seconded by Councilor Van Sandt and was approved unanimously.
6. Ordinance 727 – Floodplain Development (Second Reading). Councilor Gerber moved to read by title only. The motion was seconded by Councilor Cole and was passed unanimously.

FROM: May 25th, 2010

Weapons Proposal

Summary: Council reviewed the option of amending the Discharge of Weapons Ordinance, Title 9 of the Brownsville Municipal Code: Chapter 9.20.010, due to a recent citation issued by the Linn County Sheriff's Office. After a few meetings of discussion, Council requested the City Administrator to forward a version of the City of Albany Ordinance for consideration. Below is the new proposed language:

9.20.010 Discharge of Weapons

- (1) No person other than an authorized peace officer shall fire or discharge within the City any weapon which acts by force of gunpowder or other explosive, or by the use of jet or rocket propulsion or spring gun.
- (2) No person other than an authorized peace officer shall discharge any air gun or crossbow or bow and arrow except with the permission of the affected property owner or other person lawfully in control of the property. Any discharge permitted under this section shall only be at inanimate targets and no projectile so discharged may leave the property upon which permission to discharge was granted. Failure to abide by these provisions shall constitute a violation of this ordinance.
- (3) The provisions of this section shall not be construed to prohibit the firing or discharging of any weapon:
 - a. By any person in the defense or protection of his/her property or family;
 - b. At any shooting or target range maintained or provided by the City of Brownsville any or any public or private school or at any other location designated by the City Administrator upon determination that the location is of suitable size, design and configuration to safely allow such use.

9.20.010 Discharge of weapons. {CURRENT ORDINANCE}

- A. For purposes of this section, "firearm" includes any slingshot, crossbow, bow and arrow or weapon that acts by force of a spring or pressurized air, gas, gunpowder or other explosive.
- B. Except as otherwise allowed by this section, no person other than a peace officer shall use, fire or discharge a firearm within the City or in a City-owned public park.
- C. The provisions of this chapter do not apply to a place designated by the City Recorder to be a firing range or to be open for target practice.
- D. Farm Exemption Permit. The City Recorder may grant an exemption from subsection (B) of this section by permit upon finding that:

FROM: May 25th, 2010

1. The applicant has no record of violation of federal, state or local firearm regulations or violent offense;
2. The applicant owns or operates a farm located within or partly within the City or is an employee of an owner or operator of such a farm;
3. The farm qualifies for and is receiving a farm tax deferral for real property tax purposes;
4. The farm is fenced to keep trespassers out and that children are not known to regularly frequent the farm property where the firearm is to be used; and
5. The applicant agrees that the firearm shall only be used for the purpose of preserving or protecting crops or livestock and for no other purpose and that the permittee shall not discharge a firearm within 200 feet of a dwelling owned or occupied by a person other than the permittee, nor discharge a firearm in such a manner as would endanger any person or property, nor in violation of any other condition imposed by the City Recorder in approving the permit.

E. **Public Interest Exemption Permit.** The City Recorder may grant an exemption from subsection (B) of this section by permit upon finding that the applicant:

1. Has no record of violation of federal, state or local firearm regulations or violent offense;
2. Proposes to discharge the firearm in a location and in a manner that reasonably assures the safety of persons and property;
3. Indicates the reason for wanting to discharge the firearm and the reason accomplishes a purpose that is in the public interest; and
4. The applicant agrees not to discharge a firearm in such a manner that would endanger any person or property or in violation of any other condition imposed by the Chief of Police in approving the permit.

F. A permit issued under this section shall be valid for a period of time determined by the City Recorder as necessary to address the purpose for the permit but in no event to exceed one year. Renewal of such a permit shall be as provided for issuance of a new permit.

G. **Revocation of Permit.**

1. A permit for discharging a firearm shall be revoked if the City Recorder finds that the permittee has violated any of the provisions of this section, has violated any of the conditions imposed in approving the permit, no longer qualifies for a permit under the terms of this section or has discharged a firearm in such a manner as to pose a danger to other persons or property. Any revocation of a permit shall be effective immediately.
2. Any person whose application for a permit is denied or whose permit is revoked by the City Recorder may seek review of the denial or

FROM: May 25th, 2010

revocation by filing a written appeal with the City Recorder for City Council consideration. Such appeal shall be filed not more than 10 days after receiving notice of denial or revocation. The written appeal shall state:

- a. The name and address of the appellant;
 - b. A description of the reasons the appellant desires a permit;
 - c. The reason given by the City Recorder for revoking or denying the permit; and
 - d. The reason the determination is incorrect.
3. The City Council shall hear and determine the appeal on the basis of the appellant's written statement and any additional evidence the Council deems appropriate. If the City Council determines to take oral argument or evidence at the hearing, the appellant may present testimony and oral argument personally or by counsel. The rules of evidence as used by courts of law do not apply.
 4. The appellant shall have the burden of proving the error in the City Recorder's determination.
 5. The City Council shall issue a written decision following the hearing. The decision of the Council is final.
- H. Violation of subsection (B) of this section constitutes a Class C misdemeanor. [Ord. 601 § 20, 1990; 1981 Compilation § 4-4.20.]

BROWNSVILLE COMMUNITY CHAMBER OF COMMERCE

Regular Monthly Meeting

12:00 pm, November 14, 2013, Community Hall

Members Present: Aimee Addison, President, Natalie Wade, VP, Crystal Smith, Treasurer, John Morrison, Secretary, Linda McCormick, Facebook Admin, Irene Corbett, Director, Sue Middlestadt, Director, Brian Gardner, Director, Sharon McCoy, Past President, Mandy Cole, Past President, Tricia Tompson, Linn County Museum, Norman Simms, American Legion, Don Ware, Mayor Brownsville, Joni Nelson, Linn County Museum, Cynthia Burgeson, NW Student Exchange, Gary Middlestadt, Ram Trucking, Melinda Abresch, Remax, Leanna Langley, Remax, Melisa Chaney, Willamette Community Bank

Guest Present: Will Tucker, Linn County Commissioner, Rick Morrow, CLASA, William Summers, Worksource Oregon, Patty Linn, Times

- I. **Call to Order:** A regular meeting of the Brownsville Chamber of Commerce, held at the Community Room on Thursday, November 14, 2013 was called to order by President Addison at 12:06 pm. Attendees introduced themselves.
- II. **Approval of Minutes:** The minutes for the October 10, 2013 regular meeting, were distributed to members via email.
- III. **Financials:** Crystal Smith, Treasurer, reported October revenue as \$110.00 for 2014 membership dues. Major expenses were watering of flower baskets (\$675.00), printing (248.70) and a donation to the American Legion (\$500.00). The checkbook balance was \$5,919.19.
- IV. **2014 Proposed Slate of Officers:** Crystal Smith led a group of President Addison, VP Wade, Past President McCoy and Treasurer Morrison to nominate a slate of officers for the upcoming year. Nominees are:

President	John Morrison	Vice President	Sharon McCoy
Treasurer	Crystal Smith	Secretary	Aimee Addison
Directors	Dave Furtwangler	Irene Corbett	Norman Simms
	Linda McCormick	Sue Middlestadt	Natalie Wade
	Scott McDowell		

Officers will be voted on in the January 2014 meeting.

- V. **Guest Speakers:** William F. Tucker, Linn County Commissioner, highlighted major happenings in the county. He cited the All Lands and Community Forest work in Sweet Home along with opportunities for outdoor recreational activities in the natural corridor between Foster Lake and the summit of the Cascades. Lebanon has made considerable progress in the development of Cheadle Lake. The opening of Western University, Veteran’s Home and Samaritan Conference center are transforming the city. While there is nothing new to report in Albany, LBCC has added an Auto Tech Center which will explore, among other things, the development and use of electric cars. Commissioner Tucker also explained how the commissioners have borrowed from the Road Improvement Fund, at low interest rates but better than current bank rates, to purchase and improve land for recreational and economic development purposes. Commissioner Tucker then spoke on what he termed “the elephant in the room”; the Willamette County Music Festival. His comments focused on the need for a balance between growth and public safety. He also pointed out there are laws in the State of Oregon which regulate the use of farm land including the Anderson Ranch, location of the

WCMF. Audience members shared alternative viewpoints and suggestions. Mandy Cole, City Council member and Chamber Past President emphasized the positive economic impact the Festival was having on our community. Rick Morrow, CLASA President along with other Central Linn supporters spoke to the specific funds that have come into the school since the Festival began. This years funding will allow the purchase of sport team uniforms. Mayor Ware stated his belief the “balance” was wrong as it limited growth too much, making it difficult for the Festival to survive economically. City Administrator, Scott McDowell made an impassioned plea to the Commissioner for cooperation and collaboration rather than what appeared to be a hostile rejection of any Festival growth. The discussion ended on a lighter note with Times reporter Patty Linn’s asking the Commissioner if he had noticed minks molesting his chickens. He had seen a mink on his land but was happy to report his chickens were safe.

- VI. Announcements & Comments:** Joni Nelson has arranged for us learn during the January meeting about the steps required to make downtown Brownsville a National Historic District. The Home for the Holidays event will run from December 5th thru 7th. Trees will be delivered to viewing locations throughout the city on Tuesday December 3rd. Trees should be decorated by December 4th. Best Bites will be 4:00 – 7:00 pm, December 6th. Saturday, December 7th will begin with a Christmas breakfast at the Brownsville Saloon. Holiday Home tours will begin at 2:00 pm and end at 6:00 pm. The Silent Auction of decorated trees will end at 4:00 pm. There will also be a raffle of a special glass display case filled with holiday gift items. Sue Middlestadt is heading a group to make all this happen. The group eagerly encourages volunteers. You may contact Sue at sue97070@yahoo.com.
- VII. Dates:** There will be no Executive Board or regular December meeting.
- VIII. Call of Adjournment:** President Addison called for adjournment at 1:16 pm.

original signed by

John J. Morrison
Secretary

College of Urban and Public Affairs
Population Research Center

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– IMPORTANT NOTICE –

Preliminary 2013 Population Estimate

November 15, 2013

To: **Brownsville city**

Listed below is the preliminary population estimate for July 1, 2013. Also included are the certified 2012 estimate and 2010 Census figure. The July 1, 2013 estimate will be certified by December 15, 2013.

PRELIMINARY POPULATION ESTIMATE:

JULY 1, 2013: **1,670**

CERTIFIED POPULATION ESTIMATE:

JULY 1, 2012: **1,670**

CERTIFIED CENSUS FIGURE:

APRIL 1, 2010: **1,668**

The 2013 CERTIFIED population estimates will be posted to our web site by the close of business December 16, 2013 at the following page URL:

www.pdx.edu/prc/population-estimates-0

If you have any questions, please contact:

Risa S. Proehl
Population Research Center
Portland State University
PO Box 751
Portland, OR 97207-0751

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Received
City of Brownsville

NOV 18 2013

Clerk _____

HERITAGE BULLETIN

Tips, Ideas & More to Help Preserve Oregon's Heritage



NATIONAL REGISTER OF HISTORIC PLACES

JUNE 2012

The National Register of Historic Places is the nation's official list of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, and culture. The records are maintained in Washington, D.C. by the National Park Service, and the U.S. Department of the Interior. Over 1,927 properties located in all 36 counties of Oregon are listed in the National Register. Oregon listings presently include 124 historic districts.

The State Historic Preservation Office

Each state has a designated State Historic Preservation Office (SHPO). In Oregon, the State Historic Preservation Office operates within the Oregon State Parks and Recreation Department. A nine-member governor-appointed State Advisory Committee on Historic Preservation (SACHP) is responsible for reviewing and approving all nominations to the National Register. Academic disciplines represented by the SHPO staff and the SACHP include history, archaeology, architecture, architectural history, related fields, and a Native American representative.



Hayden Bridge, Benton County



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(503) 986-0671

How are properties listed in the National Register?

Properties are listed in the National Register through a public nomination process. The property owner often initiates a nomination, but any individual, local historical society, other community group, or even the state of Oregon may propose a nomination. The first step is a phone call to the SHPO to get a preliminary eligibility evaluation of the property from National Register staff. The next step is completion of the nomination form that describes the property and documents its significance. The property owner decides whether to prepare the form independently or engage a consultant to conduct the research and assemble the materials required to complete the form. About 50 percent of applicants conduct their own research and prepare their own nomination forms.

When a technically complete nomination form is received by the SHPO, it is placed on the calendar for review by the SACHP during one of three public meetings each year. The SACHP decides whether the property proposed for nomination meets the National Register criteria and makes its recommendations to the SHPO accordingly. If approved by the SACHP and the SHPO, the form is sent to Washington, D.C. The Keeper of the National Register of Historic Places decides whether to accept the nomination and list the property. The majority of properties nominated to the National Register are accepted for listing. Sometimes a nomination is returned for correction and resubmitted to the Keeper.



James Grant Watts House, Columbia County



What are the benefits of listing a property in the National Register?

Listing in the National Register of Historic Places honors the property and recognizes its importance to the community, the state, or the nation. Owners of listed properties may apply for Preserving Oregon grants when funds are available, usually in November. The SHPO administers a federal tax credit program that can save building owners 20 percent of the cost of rehabilitating their listed commercial, industrial, or rental residential building. In addition, Oregon has a property tax benefit that freezes the assessed value of a listed property for a 15-year period. As conditions of the property tax benefit, the owner must produce a preservation plan and open the property to the public once a year for the period of the benefit.

Are properties listed in the National Register subject to restrictions and regulations?

No restrictions are imposed by the state or federal governments provided the property is not benefiting from state or federal grants or tax incentive programs. However, state law in Oregon requires local governments to offer some level of protection to National Register properties. Restrictions will vary from jurisdiction to jurisdiction, so contact your local planning bureau to determine the level of regulation in your community.

Private owners of National Register properties have no obligation to admit the public to their properties or restore them unless they have voluntarily agreed to as a condition of receiving federal, state, or local economic benefits.

Listing a property in the National Register does not prevent the owner from selling the property or adapting it to a compatible new use. In making changes to a listed property, owners are advised to follow the Secretary of the Interior's Standards for Rehabilitation.

Listed properties can be removed from the Register only under specific circumstances: If the decision regarding eligibility for listing was made in error, or was based on information subsequently proven incorrect or if a procedural error was made in the nomination process, or if the qualities which made the property eligible for listing in the National Register no longer exist.

No restrictions are imposed by the state or federal governments provided the property is not benefiting from state or federal grants or tax incentive programs.



Can a property be listed without permission of the owner?

Private property: A property in private ownership that is proposed for nomination as an individual listing in the National Register cannot be listed if the owner has formally objected to the listing. If a historic district is being proposed for nomination, the district cannot be listed if the majority of owners of private property within the proposed district boundary object to the listing.

Publicly owned property: Although the Keeper of the National Register will take the agency’s comments into consideration, a public owner’s objection does not preclude the listing of a property in public ownership.

How difficult is it to prepare a nomination to the National Register?

One should expect to spend between 100 and 150 hours preparing a nomination for an individual property. If the property is a historic district or a complex of several buildings, it will take longer. The narrative of the nomination form is divided into two sections: a description of the property, and a discussion of why it is significant. The key to preparing a successful nomination form is staying focused on the applicable criteria and demonstrating how the property meets those criteria. Appendices include maps and photographs. The process for an individual listing takes approximately one year from start to finish.

One should expect to spend between 100 and 150 hours preparing a nomination for an individual property.

What determines whether a property qualifies for listing in the National Register?

The National Park Service provides excellent guidance on applying the National Register criteria for evaluation. While there can be exceptions, properties likely to meet the criteria of the National Register are at least 50 years old, are well preserved and distinctive examples of an architectural or engineering type or style. Also, the property may be associated with persons, events, or broad patterns in local, state, or national history; or, in the case of archaeological sites, they have the potential to yield significant information in American history or prehistory.





Kam Wah Chung, Grant County

ADDITIONAL INFORMATION

State Historic Preservation Office
Oregon Parks and Recreation Department
725 Summer Street NE, Suite C
Salem, Oregon 97301

Oregon Heritage website: www.oregonheritage.org

National Register website: www.nps.gov/nr

For **general information** about the National Register of Historic Places, contact Tracy Zeller, Oregon Heritage Administrative Specialist, at 503-986-0690 or tracy.zeller@state.or.us.

National Register Program Staff:

Ian Johnson, Historian
503-986-0678
ian.johnson@state.or.us



HERITAGE BULLETIN

Tips, Ideas & More to Help Preserve Oregon's Heritage

6

NATIONAL REGISTER HISTORIC DISTRICTS

NOVEMBER 2011

A historic district is an area or neighborhood that has a concentration of buildings and associated landscape and streetscape features (50 years or older) that retain a high degree of historic character and integrity, and represent an important aspect of an area's history.

What is required for documenting a historic district?

A historic district is treated as one property by the National Register. A district nomination is prepared using the same National Register Bulletins (instructions), form and continuation sheets that one would use to document an individual property, and processed in generally the same manner as an individual property, but there are some additional considerations:

Survey documentation is required for proposed districts. This involves photographing and describing all buildings and related features in the district, recording their basic characteristics, and assessing whether or not they contribute to the historic character of the district. Contributing properties retain and exhibit sufficient integrity (materials, design, setting) to convey a sense of history. In those cases where a jurisdiction already has an updated survey of the proposed district area, a list of the buildings that includes their addresses, pertinent descriptive information, and contributing status may be substituted for detailed survey information.

A historical overview of the entire district based on the survey of the district, the individual property histories, and other local history information is required. This narrative statement of significance provides a basic background history of the area and justifies the significance of the district.

A historic district is an area that has a high concentration of buildings and landscape and streetscape features that:

- *retain a high degree of historic integrity and*
- *represent an important aspect of the area's history.*

Please contact the staff of the Oregon National Register program for more information on how to document potential historic districts.



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(503)986-0671

The National Register requires a map showing the boundaries of the district and each building and structure in the district, with the contributing properties distinguished from the non-contributing properties. Mapping requirements are described in more detailed in National Register Bulletin #16A, “How to Complete the National Register Registration Form.” Having a map completed early in the process will often help in determining district boundaries, since you can see at a glance where the contributing buildings are concentrated.

What are the implications of historic district designation?

One of the primary benefits of National Register designation is the fostering of community awareness and pride in one’s heritage and the neighborhood. Designation tends to help stabilize a neighborhood, stimulate increased owner-occupancy by making it a more distinct and desirable place to live and work, and generate increased property values as buildings are rehabilitated. These beneficial effects vary, of course, depending on the area and the economy at the time. Overall, however, historic district designation has produced positive results both in Oregon and throughout the country.

Historic designation provides financial benefits for qualifying properties. Under provisions of the Economic Recovery Tax Act, owners of listed properties may qualify for a 20% investment tax credit for the certified rehabilitation of income-producing property such as commercial, industrial, or rental residential buildings. In Oregon, under state law, owners of listed properties may apply for a property tax benefit – a “freeze” of the assessed value of the property for a 10-year period, provided the property is in need of rehabilitation. There are also limited funds available annually on a competitive basis to owners of listed properties through the Oregon SHPO’s Preserving Oregon grant program. In historic districts, these financial incentives are only available to contributing properties in the district. If your house is considered non-contributing, you still have to comply with the local preservation ordinance, even though you do not qualify for the financial benefits mentioned above.

Buildings listed in the National Register can be given more leniency in complying with building code requirements in order to protect the qualities of the historic resource. They can often qualify more easily for

One of the primary benefits of National Register designation is the fostering of community awareness and pride in one’s heritage and the neighborhood.

There are no restrictions imposed by federal or state regulations on private property owners in a historic district, provided the property is not benefitting from state or federal grants or tax incentives. money.

conditional use permits or other code exemptions or variances. Restrictions and controls in a historic district are set forth by the local jurisdiction. Contact your local planning office for a copy of its preservation ordinance and for details about any regulations that may be imposed on district property owners. There are no restrictions imposed by federal or state regulations on private property owners in a historic district, provided the property is not benefiting from federal money through federally funded projects or tax incentive programs.

Can a property owner object to a listing?

Owners of private property within a proposed historic district may object to the listing by submitting to the SHPO a notarized statement certifying that the party is the sole or partial owner of the property and objects to the listing. The National Register will not list a district if the majority of property owners object.

Each owner of private property in a district has one “vote” regardless of how many properties or what part of the one property that party owns and regardless of whether the property contributes to the significance of the district. An owner is defined as an entity (individual, partnership, corporation or public agency) holding fee simple title to property. The right to object is described more fully in the federal regulations governing the National Register program, 36 CFR 60.6.

ADDITIONAL INFORMATION

State Historic Preservation Office
Oregon Parks and Recreation Department
725 Summer Street, N.E., Suite C
Salem, OR 97301

Oregon Heritage Programs website: www.oregonheritage.org

National Register website: www.nps.gov/nr

For general information about the National Register of Historic Places, contact Tracy Zeller, Heritage Programs Administrative Specialist, at 503-986-0690.

National Register Program Staff:

Ian Johnson, Historian

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Featured Project

Stronger Neighborhoods through Strategic Decisions: The New ReLocal Tool

Over the past two years, the Rightsizing Cities Initiative of PlaceEconomics has conducted one of the only comprehensive surveys of what's happening on the ground in legacy cities (for the Advisory Council on Historic Preservation), spoken at conferences, convened and sponsored a focused professional meeting around preservation and rightsizing, and talked to planners, preservation advocates, and policymakers from dozens of legacy cities.

After hearing from many stakeholders that cities lacked a way to prioritize investments, we developed a new tool called ReLocal to help direct reinvestment in communities that have significant numbers of vacant and abandoned properties and limited resources to deal with them.

ReLocal is a framework for building stronger neighborhoods, using vacant properties as key parts of long-range plans. The tool uses diverse, comprehensive data to evaluate neighborhood health and vitality and propose stable, sustainable uses for neighborhoods at the tipping point. ReLocal then provides an array of strategic options for each vacant property—an array that allows local choices, responds to a range of funding types, and facilitates the coordination of multiple public and private entities.

Check out the executive summary for more information, as well as results from a successful pilot project we just finished in Muncie, Indiana. The longer report provides more details.

Profits through Preservation: The Economic Impact of Historic Preservation in Utah

A new report prepared by PlaceEconomics for the Utah Heritage Foundation finds that historic preservation

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Crowninshield Award

We are humbled and honored that the Trust for Historic Preservation has a Donovan Rypkema the [Louise du Pont Crowninshield Award](#), the organization's honor, for his work in the preservation

Conservation News

Putting the Right in Right-Sizing
The National Trust for Historic Preservation and the Michigan Historic Preservation Network issued a report on historic preservation rightsizing, based on fieldwork in two cities. "Historic preservation can be used to create and maintain walkable, authentic and livable cities... [It] can also serve to democratize the process and emp

pulls its weight in Utah. It creates jobs and income, raises and stabilizes property values, generates heritage tourism dollars, helps conserve the natural environment, and supports local entrepreneurs. [Read the executive summary here](#) and the condensed report here [\[PDFs\]](#).

citizens to identify for themselves what should remain and what should be let go. In cities in crisis, no matter their size or of their losses, can, as the city of Detroit exhorts, 'rise from the ashes' and make themselves anew as resilient, dynamic, and respectful places that are capable of meeting the needs of their residents." ([Putting the Right-Sizing – PDF, 12.1MB](#))

Getting Results: New Report on Iowa Main Street

RESEARCH MEASURES ECONOMIC IMPACTS OF MAIN STREET

A new report finds that Main Street Iowa effectively creates jobs, supports local business growth, encourages reinvestment in historic buildings, and generates property and sales taxes that see up to a 50-fold return on Main Street program dollars. The report examines the impacts of the Main Street Iowa program on rural to urban economies throughout the state from 1986 to 2012, utilizing extensive data from diverse sources. Quantitative analysis is supplemented by six case studies that provide a qualitative look at Main Street programs and how they benefit local communities.



The report was prepared by PlaceEconomics for Main Street Iowa and the Iowa Economic Development Authority. [Read it here \[PDF\]](#).

In the News

"A Lot of Tiny Pieces Lost"

(September 11, 2013)

"The question isn't, 'what we should demolish on this block,' but, 'what should we be focusing our energy on?'" said Cara Bertron, director of PlaceEconomics' Rightsizing Cities Initiative. "Long-term thinking is critical. What will this neighborhood look like in 10 years? In 20 years? If you make decisions based on what's going to happen in the next six months, it's just going to be a mess in six months and the city won't be any better off." [Next City](#)

Making Places People Like

(July 15, 2013)

"Nearly 800 civic leaders attended a recent placemaking conference sponsored by the University of Oklahoma's Institute for Quality Communities. Speaking at the conference, Donovan Rypkema debunked several myths about preserving old buildings. He says studies show the older structures are not necessarily less energy efficient than newer construction. Rypkema also reports government investment into preservation provides a significant return for the public." [KGOU \(Oklahoma\)](#)

Study Shows Economic Development Value of Historic Preservation

(June 25, 2013)

"Preserving historic buildings and sites creates jobs and increases property values, according to a study released Monday by the Utah Heritage Foundation. The study, conducted by Washington, D.C., real estate and economic development consulting firm PlaceEconomics, found that 7,313 jobs were created annually directly or indirectly by the heritage portion of Utah's tourism industry. In addition, 4,969 total jobs were created between 1990 and 2012 using federal or state historic tax credits, according to the report. "What was really powerful was all of the job creation done in historic preservation activity using either the federal or the state historic tax credits," PlaceEconomics principal Donovan Rypkema said. "This is a very well-paid, labor-intensive activity." [Deseret News](#)

Heritage Preservation Brings \$1B to Utah Economy

(June 22, 2013)

"Heritage and history are a billion-dollar business in Utah, according to a new study. Heritage tourism has brought more than \$1 billion to Utah's coffers, with \$717 million in direct and indirect spending by visitors to heritage sites and special events; and another \$350 million in invested taxpayer funds that stayed in Utah rather than being sent to Washington because of projects that used the Federal Rehabilitation Tax Credit..."

'Our goal is to determine the direct and indirect benefits of historic preservation in Utah,' Utah Heritage Foundation director Kirk Huffaker said. 'We think the study hit the mark, and the findings will be very interesting to individuals who are concerned with preservation's impact.'

Daily Herald

Muncie Has Chance to 'Right-Size'

(February 11, 2013)

"Donovan Rypkema spent the past week conducting research in Muncie that could help the city downsize, although that's not the term he uses. The Washington, D.C., real estate/economic development/historic preservation consultant and others call it 'right-sizing,' also known as planned shrinkage and often associated with demolition. It's an approach being taken by other cash-strapped municipalities in the Rust Belt to manage the contraction of former industrial cities, as evidenced by population loss, closed factories and scores of abandoned houses and vacant lots. 'There are more challenges than there is money in all of these right-sizing cities,' Rypkema said. 'It's not that nothing should be torn down, but there ought to be some systematic framework to it. In most places, the decisions are made on an ad hoc basis.'

Muncie Star Press

New Study Says It Pays To Restore Iowa's Main Streets

(January 31, 2013)

"Don Rypkema has been spreading some good news for Iowa that runs counter to conventional wisdom. The Washington, D.C.-based consultant with PlaceEconomics arrived in Des Moines this week to explain the results of his new study of 26 years' worth of meticulous data that spans the history of the Main Street Iowa program... The bottom line of Rypkema's study: Main Street Iowa has been a bargain and boon for taxpayers, leveraging an influx of money and jobs into these communities... Main Street already has touted a cumulative 11,000 net new jobs created so far and 3,800 net new businesses, plus nearly \$1.2 billion private investment in Main Street buildings."

Des Moines Register

Main Street Iowa Impact Symposium

(January 2013)

"Donovan Rypkema, the principal of Place Economics, will present his findings from a recent study on the economic impacts of the Main Street Iowa program. Rypkema's study has taken an in-depth analysis of over 26 years of quantitative data and researched qualitative impacts that showcase local compelling success stories that go beyond the numbers... 'A study of this depth has not been undertaken in Iowa to help us understand the true impacts of the Main Street Iowa program and preservation-based economic development,' said Debi Durham, Director of the Iowa Economic Development Authority. 'Increasing the awareness of the economic benefits of historic commercial district revitalization will help all Iowa historic commercial districts to better make the case for their revitalization efforts.'

Iowa Economic Development Authority

What's 'Historic'—And Who Says? Nine Practical Reasons To Save Old Buildings

(January 16, 2013)

"[Jane Jacobs wrote,] 'Old ideas can sometimes use new buildings. New ideas must use old buildings.' ...A half-century after Jacobs' insights, real-estate economist Donovan Rypkema cites new studies suggesting that the nation's fastest-growing businesses have fewer than 20 employees, and modern developers aren't building anything of an appropriate size to suit them. New construction emphasizes size. The average size of a historic commercial building is about 2,500 square feet, an ideal size, he says, for small-business incubation."

Metro Pulse

Read more at In the News.

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Cascades West Area Commission on Transportation

Staffed by Oregon Cascades West Council of Governments

Notes from October 24, 2013 CWACT Meeting

1. 2015-2018 State Transportation Improvement Program (STIP) and Region 2 Project Selection Meeting

- **2015-2018 STIP Recommended Allocations**

Chair Linda Modrell reported on the September 12 Region 2 Project Selection (Super ACT) meeting. The Chairs and Vice Chairs, by consensus, recommended approval of 2015-2018 STIP Enhance projects totaling \$57.6 million. Included in this list are the 6 “high priority” and 3 “medium high priority” projects recommended by CWACT members at the August 29 meeting. Additionally, the Chairs and Vice Chairs recommended approval of \$76,000 to fund the development of a regional park and ride study to support the regional Transportation Demand Management effort in the CWACT area.

The Oregon Transportation Commission is expected to release the draft 2015-2018 STIP in December for review by federal agencies as well as the general public. This process will take nearly a year with the OTC’s final action on the 2015-2018 STIP scheduled for November 2014.

- **2010-2013 STIP Carry Forward Funds**

As discussed at several CWACT meetings, Region 2 has \$20.7 million of unallocated 2010-2013 modernization funds which are now available to fund projects.

At the September 12 meeting the Chairs and Vice Chairs, by consensus, agreed to the allocation of these funds which includes \$5 million to fill the fiscal gap of the US101 23rd to 35th project in Lincoln City as recommended by CWACT members at the March meeting. Lincoln City Mayor Dick Anderson thanked CWACT members for their support of this funding and expressed Lincoln City’s appreciation for CWACT’s support of this project over a long period of time.

It was noted this decision allows the OR34 South Bypass-Riverside Drive project to stay “whole”. The project includes two right turn lanes from the South Bypass to east bound OR34, the extension of the multi-use path along the north side of OR34 to Riverside Drive and a right turn lane at the intersection of Van Buren and 3rd Street in Corvallis.

2. Oregon Transportation Commission October 9-10 Meeting

Vice Chair Doug Hunt reported on the OTC meeting/annual workshop. The OTC discussed/evaluated the 2015-2018 STIP process and discussed the development of the 2017-2020 STIP process. Copies of the 2015-2018 STIP process evaluation were distributed to CWACT members. The OTC also discussed with ODOT senior managers the transportation needs and perspectives of all transportation modes.

ODOT Area Manager Amy Ramsdell provided an update on the 20% (\$42 million) 2015-2018 Enhance funds that the OTC set aside to use at its discretion. The OTC has outlined its criteria for the use of these funds and will continue to discuss this item at the November meeting.

As discussed at the September 12 meeting of ACT Chairs/Vice Chairs, ODOT regional staffs have been asked to submit recommended projects to the OTC. Region 2 staff submitted, consistent with the general priorities of the four ACTs, projects under the umbrella of three different options:

- Eligible projects not funded in the recommended Region 2 2015-2018 STIP Enhance list. There is, however, only one project in Region 2 that falls in this category and meets the OTC criteria (a \$4.5 million project in Clatsop County).
- Several smaller projects (either Development STIP or simple, ready to design and build projects) that meet most of the OTC criteria. There is a caution, by some, that this option may be contradictory to an apparent OTC interest in funding larger projects as a counterbalance to the smaller projects recommended by Regions with the 80% Enhance funds.

Cascades West Area Commission on Transportation

- Larger projects. The two Region 2 projects recommended under this option are the I-5 Albany Area Southbound on-ramp and auxiliary lane between OR 99E and the Santiam Interchange and the completion of the I-5 Coburg Interchange.

3. Development of a list of important but unfunded 2017-202 STIP Enhance Projects, as requested by the OTC

As a follow up to the on-going 2015-2018 STIP effort and in anticipation of the 2017-2020 STIP effort, the Oregon Transportation Commission is reviewing funding needs.

There are three parts to this STIP funding review effort:

- The preparation of a “Fix-It Needs” list equaling \$50 million. ODOT’s Technical Service Group is preparing this list.
- The preparation of a large/MEGA project list (projects in excess of \$100 million). ODOT Area/Region staff is developing this list. Three projects in the CWACT area fall into this category: (1) the I-5 project between South Jefferson and OR34; (2) the OR34 directional interchange/Corvallis north bypass project; and (3) the Yaquina Bay Bridge project.
- The preparation of an “Enhance Needs” list. The OTC asked ODOT staff, working with ACTs, to prepare this list which identifies important projects that are not likely to be funded with anticipated 2017-2020 resources. This has generally be viewed as the development of an “illustrative list” to provide examples of important projects for which funding has not been identified.

CWACT jurisdictions were asked to submit suggested projects. The CWACT TAC reviewed initial submittals on September 24 and, as additional information came forward from ODOT, the list was adjusted. The TAC met again on October 16 and refined the list of projects. It is important to view the list simply as examples of projects that could be funded if additional resources become available. Some priorities could change over time due to changes in local/regional circumstances, additional information/refinement of projects or changes to funding streams/ requirements.

Where there were multiple projects submitted by a jurisdiction, a higher priority project was identified by the jurisdiction.

The list includes a broad variety of Enhance projects spread throughout the CWACT area. The list totals \$133-143 million, with \$79-83 million identified as higher priority. About two-thirds of the projects (representing about 75% of the funding) are highway projects; with other projects including multi-use paths, sidewalks, traffic signals, park and ride lots and transit-related projects.

CWACT members, by consensus, agreed to forward the (**ATTACHED**) list to Region 2 for inclusion in a larger Region 2 list that will be forwarded to the OTC. It is possible, based on additional direction from the OTC, that Region 2 staff could modify this list.

4. ODOT All Roads Transportation Safety System

Angela Kargel, ODOT Region 2 Traffic Manager, provided a report on the All Roads Transportation Safety system (ARTS) program.

The new federal transportation bill, MAP-21, requires that safety-related projects are developed and funded in a politically neutral manner. The intent is to develop projects that reduce the number of fatal and serious injury crashes in an objective manner that sets aside the ownership of the road.

As discussed at the March CWACT meeting, Region 2 established the ARTS program funded primarily by what had been ODOT’s “fix-it” safety money and federal High Risk Rural Road money. These funds are now combined into a new MAP-21 program, with approximately \$19 million available in Region 2 for the 2015-2018 STIP cycle. About \$4 million of this money is reserved exclusively for projects on local roads as a transition program for 2015 and 2016.

In 2017 the ARTS programs will combine local roads with state roads.

Cascades West Area Commission on Transportation

To implement the transition program, Region 2 established a region-wide technical team consisting of city, county and state technical experts to evaluate and select projects. Ron Irish, City of Albany Transportation Systems Analyst and Laurel Byer, Benton County Engineer serve on the Technical Committee and Steve Hodge, Lincoln County Assistant Public Works Director, serves as an alternate representative to the Committee.

The team has compiled and analyzed data from all jurisdictions to objectively identify locations where engineered safety projects have the greatest potential to reduce serious injury and fatal crashes. Based on this data-driven analysis, this multi-jurisdictional team has developed an objective selection process and is currently developing a list of fundable projects for submittal to the Oregon Transportation Commission for approval. In simple terms, different countermeasures are being developed to address different circumstances in rural and urban areas, and a cost-benefit assessment is applied to specific locations.

The first draft of potential projects was distributed to CWACT members.

CWACT members applauded ODOT Region 2's efforts, noting that safety-related projects have been a very high priority from the time that CWACT was established. Members also supported the use of local contractors where possible.

5. Area Manager's Report

Amy Ramsdell provided information regarding ODOT's bridge condition report and explained the elements of bridge sufficiency rating. Bridge sufficient rating includes several elements including structural adequacy and safety; serviceability and functional obsolescence; and essentiality.

Design load is a particularly important factor. Bridges designed and built several decades ago will not compare well with bridges built under modern standards. But a low sufficiency rating does not mean the bridge is unsafe or that it does not have a long remaining life with the help of maintenance and repair.

Ramsdell and CWACT members discussed the Yaquina Bay Bridge which is classified as "structurally deficient". To assure decades of additional usable life ODOT in March 2013 implemented "weight restrictions" on the bridge. Heavy haul trucks operating on single trip permits are now required to use traffic control at both ends of the bridge and proceed across straddling the center line. Approximately 200 heavy haul trucks per year will be affected by this restriction.

Coastal members noted the limited traffic capacity of the bridge and the continued development of the South Beach area. While recognizing the challenges of this iconic bridge and the general estimate of \$450-\$750 million to replace the bridge, they indicated it was important to start reviewing this matter and begin to discuss possible solutions.

Ramsdell also noted the significant increase in funding for the bridge program from OTIA III and special federal programs resulted in the largest construction of bridges since the 1970s. Combined with a large number of bridge rehabilitation projects, Oregon's bridge conditions have significantly increased in the short term. But without additional resources, bridge conditions will begin to decline after 2017 and the long term forecast is not favorable as noted in the Bridge Conditions Report.

Ramsdell reported on construction activities including paving and the installation of automatic traffic counters on US101. She apologized for the traffic delays and said ODOT staff continues to address the reasons for delays and has extended the restrictions on daytime lane closures from October 1 to November 1.

Ramsdell reminded members that Connect Oregon 5 applications are available and the deadline to submit applications is November 25. Members are strongly encouraged to start working on applications as soon as possible and to contact Connect Oregon staff if they have any questions.

Ramsdell invited members to the November 7 Oregon Passenger Rail open house (5:00pm-7:00pm) at LBCC in Albany.

For additional information or to provide comments and suggestions please contact:

**Mark Volmert (541) 924-8430 mvolmert@ocwcog.org
CWACT website: ocwcog.org/ccbindex.asp?ccbid=101**

MONTH END RECAP

		October 2013	
	REVENUE	EXPENDITURES	
1 GENERAL	\$ 37,866.79	\$ 41,468.68	
2 WATER	\$ 30,690.13	\$ 16,624.65	
3 SEWER	\$ 26,190.29	\$ 18,114.42	
4 STREETS	\$ 12,917.44	\$ 11,996.91	
5 WATER BOND	\$ 431.30	-	
6 SEWER BOND	-	-	
7 SEWER DEBT FEE	\$ 12,833.31	-	
8 BUILDING & EQUIPMENT	-	-	
9 WATER RESERVE	-	-	
10 HOUSING REHAB	-	-	
11 WATER SDC	\$ 2,093.00	-	
12 SEWER SDC	\$ 5,100.00	-	
13 STORMWATER SDC	\$ 1,968.00	-	
14 BIKEWAY/PATHS	\$ 90.84	-	
15 LIBRARY TRUST	-	-	
16 CEMETERY	-	-	
17 TRANSIENT ROOM TX	\$ 320.50	-	
18 SEWER CONSTRUCTION	-	-	
19 LAND ACQUISITION	-	-	
20 COMMUNITY PROJECTS	-	\$ 328.32	
	\$ \$130,501.60	\$88,532.98	

	YTD	%	Unexpended
1	\$ 577,666.35	52.55%	\$ 521,508.65
2	\$ 508,384.28	43.23%	\$ 667,615.72
3	\$ 74,803.28	9.41%	\$ 719,796.72
4	\$ 48,275.28	9.16%	\$ 478,774.72
5	-	0.00%	\$ 75,078.00
6	\$ 332,072.00	76.22%	\$ 103,628.00
7	\$ 44,610.53	10.24%	-
8	-	0.00%	\$ 450,000.00
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19	\$ 4,033.32	3.32%	\$ 117,436.68
20			

KeyBank Accounts

General	\$ 80,325.56			
Utility	\$ 17,350.00			
Park	\$ 1,025.00			
Court	\$ 3,542.59			
Oregon State Treasury	\$ 3,537,051.79			
<i>Community Improvements</i>	<i>\$ 5.12</i>			
		2013-2014	YTD	% of Total
		Appropriated	\$ 389,901.81	7.05%
		DEBT Payments		
		Water	\$ 54,927.00	
		Wastewater	\$ 411,115.00	
		Totals		
			\$ 1,404,153.00	
			\$ 12,725,784.00	
		Total	\$ 14,129,937.00	

**MONTH END PROOF OF CASH
2013/2014**

DATE	CASH ON HAND	PARK ACCT	WATER ACCT	GENERAL ACCT	STATE POOL	COURT ACCT	Deposits Payable	TOTAL
JUN 13	\$150.00	\$5,000.00	\$16,450.75	\$64,358.98	\$4,315,144.87	\$2,829.88	\$0.00	\$4,403,934.48
	\$0.00	\$4,950.00	\$16,450.75	\$0.00	\$0.00	\$2,779.88	\$0.00	\$24,180.63
	\$150.00	\$50.00	\$0.00	\$64,358.98	\$4,315,144.87	\$50.00	\$0.00	\$4,379,753.85
JUL 13	\$150.00	\$5,000.00	\$16,450.75	\$316,682.21	\$4,033,804.44	\$3,023.88	\$0.00	\$4,375,111.28
	\$0.00	\$4,950.00	\$16,450.75	\$0.00	\$0.00	\$2,973.88	\$0.00	\$24,374.63
	\$150.00	\$50.00	\$0.00	\$316,682.21	\$4,033,804.44	\$50.00	\$0.00	\$4,350,736.65
AUG 13	\$150.00	\$4,762.50	\$17,956.47	\$145,549.15	\$3,882,141.08	\$2,395.75	\$0.00	\$4,052,954.95
	\$0.00	\$4,712.50	\$17,956.47	\$0.00	\$0.00	\$2,345.75	\$0.00	\$25,014.72
	\$150.00	\$50.00	\$0.00	\$145,549.15	\$3,882,141.08	\$50.00	\$0.00	\$4,027,940.23
SEP 13	\$150.00	\$6,987.50	\$17,000.75	\$42,965.96	\$3,531,361.01	\$2,656.88	\$0.00	\$3,601,122.10
	\$0.00	\$6,927.50	\$17,000.75	\$0.00	\$0.00	\$2,606.88	\$0.00	\$26,535.13
	\$150.00	\$50.00	\$0.00	\$42,965.96	\$3,531,361.01	\$50.00	\$0.00	\$3,574,586.97
OCT 13	\$150.00	\$1,025.00	\$17,350.00	\$80,325.56	\$3,537,056.91	\$3,542.59	\$0.00	\$3,639,450.06
	\$0.00	\$975.00	\$17,350.00	\$0.00	\$0.00	\$3,492.59	\$0.00	\$21,817.59
	\$150.00	\$50.00	\$0.00	\$80,325.56	\$3,537,056.91	\$50.00	\$0.00	\$3,617,632.47
NOV 13	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
DEC 13	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
JAN 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
FEB 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
MAR 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
APR 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
MAY 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
JUN 14	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00