



## PUBLIC NOTICE City Council Meeting

A regular meeting of the City Council of Falls City, OR will be held as follows:

**Posted:** 9/4/19- Frink's, City Hall, Community Center, Website

**Date:** Monday, September 9, 2019

**Time:** 6:00 pm

**Location:** Falls City Community Center

**Address:** 320 N Main Street, Falls City, Oregon 97344

### AGENDA

1. CALL TO ORDER

2. ROLL CALL

Jeremy Gordon, Mayor \_\_\_ Dennis Sickles \_\_\_ Lori Jean Sickles \_\_\_  
Jennifer Drill \_\_\_ Tony Meier \_\_\_ Cliff Lauder \_\_\_ David Radke \_\_\_

3. PLEDGE OF ALLEGIANCE

4. MOTION TO ADOPT THE ENTIRE AGENDA

5. ANNOUNCEMENTS , APPOINTMENTS, PROCLAMATIONS

Announcements

- a. **Welcome RARE Participant, William Sullivan, to Falls City!**
  - i. Overview and Introduction ----- pg. 1-2
  - ii. Welcome **Barbecue & Garage Sale**, 9/10/19, 3:45pm, City Hall.
- b. Pacific Power Foundation (\$3,000) & Ford Family Foundation (\$10,000) **RARE Grant Awards!**
- c. Next City Council Meetings:
  - i. Special/Work Meeting, September 23, 2019 at 6pm in the Community Center;
  - ii. Regular Session, October 14, 2019 at 6pm in the Community Center.

Appointments:

- a. Public Works Committee Application ----- pg. 3-5

Proclamations: None

6. COMMUNITY & GOVERNMENT ORGANIZATIONS

- a. Falls City Public Works Report ----- pg. 6
- b. Polk County Sheriff's Report ----- pg. 7
- c. Falls City Fire Report ----- pg. 8-9

The City of Falls City does not discriminate in providing access to its programs, services, and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 503.787.3631 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

7. REPORTS

- a. Mayor’s Report: FC Pride Highlights -----pg. 10-14
- b. Council Reports
- c. Manager’s Report----- pg. 15

8. COUNCIL COMMUNICATIONS

9. CONSENT AGENDA

- a. Approval of the Bills -----pg. 16-19
- b. Approval of Public Meeting Minutes: 8/12/19 Regular Meeting-----pg. 20-23

10. PUBLIC COMMENTS

This is the time set for Citizens to address the Council regarding items not already on the agenda.

- Please limit your commentary to five (3) minutes or less.
- Please state your name and city of residence for the record.

11. CITIZEN COMMITTEES

Parks & Recreation

- a. PR Meetings 3rd Wednesday, 11am, in the Community Center.

Public Works

- b. PW Meetings 4th Thursday, 6pm, in the Community Center.

Historic Landmarks

- c. At least 4 meetings per year, no meeting this month.

12. NEW BUSINESS

- a. FY19-20 Budget Amendments----- 24-26
  - i. “A Supplemental Budget will be Considered”
- b. **Set Date for Goal Setting**

13. OLD BUSINESS

- a. Code Services
  - i. Program Discussion-----pg. 27-29
- b. Dutch Creek Fema/FLAP Project
  - i. Resolution 23-2019, Roadway Width Deviation-----pg. 30-32

14. ADJOURN



City of Falls City  
Falls City, OR 97344  
299 Mill Street  
Phone: 503.787.3631  
manager@fallscityoregon.gov

## MEMORANDUM

TO: Honorable Mayor & City Council

FROM: City Manager, Mac Corthell

DATE: September 9, 2019

RE: Welcome aboard RARE William Sullivan

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### Introduction

As you know, the City has been engaged in a Community Visioning and Economic Sustainability process headed by our Citizens and consultant, Rural Development Initiatives. This process was initially made possible through a \$45k Local Economic Opportunity Fund Grant from Business Oregon, which was matched by the Ford Family Foundation, for \$40k, in order to include a regional cooperation element.

As part and parcel to that process, City Staff applied for and was awarded a, "Resource Assistance for Rural Economies" participant from the University of Oregon's Institute for Policy Research and Engagement. Participants in the program are Graduate level students who work full-time for 11 months in select communities.

Of the approximately 300 organizations that apply each year, only 20-30 are awarded RARE participants. The cost to the City is only \$23,500, the remainder of the costs are paid by AmeriCorps. Additionally, the City has been able to procure a \$10k grant from the Ford Family Foundation, and a \$3k grant from the PacifiCorp Foundation to offset the expense, leaving a total of \$10k to be picked up by the City!

With all of that said, I'd like to introduce RARE Participant and New Falls City Employee, William Sullivan. William will be working on a variety of projects, approved by the RARE Program, that I'll let him tell you about in a moment. In exchange, William earns a small monthly stipend for work and living accommodations, several Graduate level credits, Mentorship from myself and other City leaders, and amazing work and life experience.

### William's Self-Introduction

Beginning today, I'll be serving as the Community Development & Outreach Coordinator for the City of Falls City through July 2020. In those 11 months, I'll be dedicating 1700 hours of direct service to the City over three established projects.

To share a little bit about myself, I graduated with my bachelor's degree in 2014 from New York University, having engaged in a variety of activities including a semester spent working at the DA's Office in Brooklyn. After graduating, I completed a full term of Peace Corps service in the South Pacific country of Samoa, where I worked at a small, rural elementary school on a variety of literacy-based projects including teaching grades 4-8, engaging parents and families in school activities, and serving as Steering Committee president to organize a leadership camp for students. Most recently, I worked at an education nonprofit where I managed logistics and created resources for professional development



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events, contributed to an advisory group forming a 5-year strategic plan, and project managed initiatives across the organization.

I'm looking forward to taking the skills developed in those positions and applying them to community development work here in Falls City. My hope is provide citizen committees, the City Council, and the City Manager and Mayor with some bandwidth to move forward a variety of projects.

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## AGENDA REPORT

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** CITY MANAGER, MAC CORTHELL  
**SUBJECT:** PW COMMITTEE APPLICATION  
**DATE:** SEPTEMBER 9, 2019

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### **SUMMARY**

Public Works Committee Application from Tracy Young.

### **BACKGROUND**

#### Procedure:

Falls City Charter, Chapter III, Section 8, states in relevant part: "With the consent of council, the mayor appoints members of commissions and committees established by ordinance or resolution."

#### Qualifications:

Falls City Municipal Code, Chapter 32, Section 03.020 states "Members of the Public Works Committee must reside in the city at the time of their appointment."

*Miss Young is known to reside in the City of Falls City at present.*

#### Vacancy:

The Public Works Committee currently has 1 vacant seat.

### **EXHIBIT**

Committee application.

### **PROPOSED MOTION**

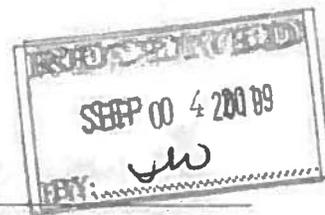
I move the Falls City Council grant its consent to appoint Tracy Young to the Public Works Committee.

\_\_\_\_\_Ayes \_\_\_\_\_Nays \_\_\_\_\_Abstain/Absent

If consent is granted the Mayor must appoint the applicant:

I, Jeremy Gordon, Mayor of Falls City, Oregon hereby appoint Tracy Young to the Falls City Public Works Committee. Effective upon swearing in.

Mayor Appoints\_\_\_\_\_ Mayor Denies Appointment\_\_\_\_\_



# Application for Committees

## City of Falls City

299 Mill Street, Falls City, Oregon 97344

Instructions: Fill out both sides of form and submit to City Hall.

### Contact Information

Name:	TRACY YOUNG
Street Address:	146 SHELTON
Mailing Address:	P.O. Box 233
City/State/Zip Code:	FALLS CITY, OR
Home Phone:	503-303-0855
Work Phone:	
E-Mail Address:	kigeronustiny.ABC@gmail.com

### Background

Years of Residence in Falls City:	20+
Place of Employment:	FC Schools
Occupation:	custodian
Educational Background:	14 yrs
Prior Civic Activities:	Planning Commission Public Works Committee

### Committees of Interest

Please check all of the following Committees that interest you:

- Budget Review Committee
- Planning Commission
- Parks and Recreation Committee
- Public Works Committee
- Historic Landmark Commission
- Economic Development Committee

\*Please continue to reverse side of form for completion.

**Special Skills or Qualifications**

Summarize any special training, skills or experience you may have pertinent to the Committees to which you are applying.

Public works committee under floors

**Motivation**

Discuss your motivation for serving on this Committee.

Helping to keep ideas open to other ways of doing this work, add voice to keep us going as a town, moving forward, adding in my history in this town.

**Special Notice**

Please be advised that members of the City Council and Planning Commission are required to file an annual **Statement of Economic Interest** with the State of Oregon.

**Agreement and Signature**

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	Lacey Young
Signature	Lacey Young
Date	9/4/19

Thank you for completing this application form and for your interest in volunteering with us.

Public Works Staff Report for August,2019

Thursday, 1 Mailed state reports, water and sewer samples, staff meeting.

Friday, 2 Mowed lower cemetery, preparation for reunion in upper park.

Saturday, 3 & Sunday, 4 Routine water and sewer.

Monday, 5 Trimming hedge Community Center.

Tuesday, 6 Finish hedge, fix service leak at 390 6<sup>th</sup>.

Wednesday, 7 Grounds maintenance WTP, cameras installed City Hall

Thursday, 8 Finish grounds WTP, finish cameras City Hall, grounds upper cemetery.

Friday, 9 Repair fence mill lot, Dallas gas.

Saturday, 10 & Sunday, 11 Routine water and sewer.

Monday, 12 Clean garage WTP, repair mower deck.

Tuesday, 13 Ditch work Mitchell.

Wednesday, 14 Finish Mitchell, South Main.

Thursday, 15 Brush cutting Parry, mowed ball field.

Friday, 16 Brush cutting , mowed City Hall, lower park.

Saturday, 17 & Sunday, 18 Routine water and sewer.

Monday, 19 Cut brush Parry.

Tuesday, 20 Brush cutting.

Wednesday, 21 & Thursday, 22 Meter reading, replaced meter, 520 Clark.

Friday, 23 Started locate for survey, for sewer project, Fair Oaks, Ellis, North main.

Saturday, 24 & Sunday, 25 Routine water and sewer.

Monday, 26 Repaired last or the leaks from the leak detection survey

Tuesday, 27 Brakes on utility vehicle.

Wednesday, 28 Patch service leak, north Main.

Thursday, 29 Locating North Main, sewer samples.

Friday, 30 Cut brush Fair Oaks, mowed cemetery and lower park.

# August 2019 Falls City Stats

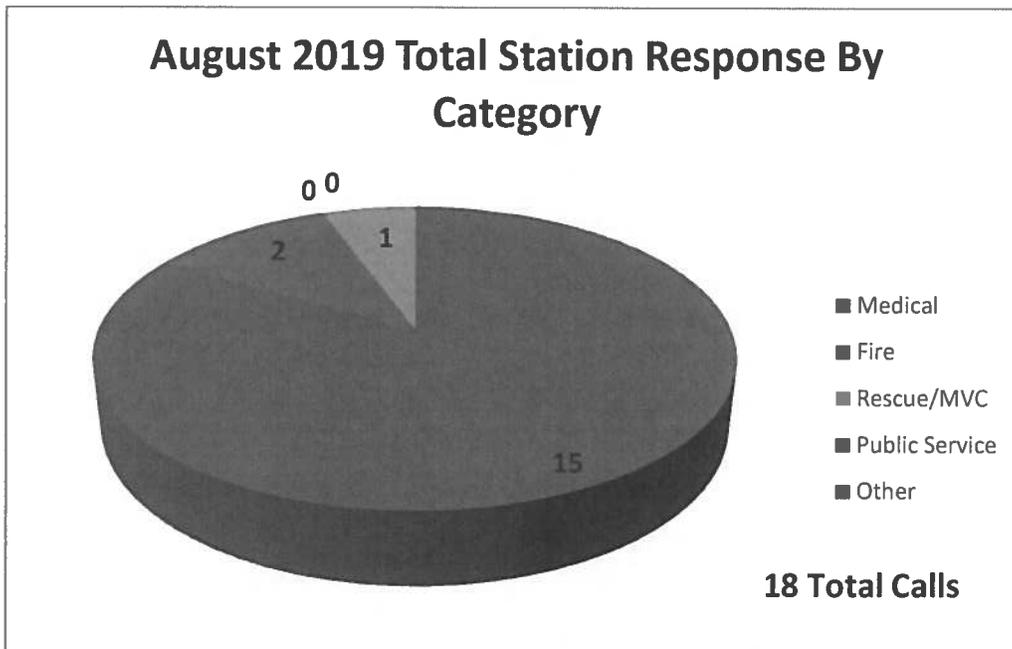
Falls City Calls for Service				
	Harassment	Misc Crime	Susp Activity	
Animal	4			3
Area Chk	1	Miss Person	Susp Person	
DisCon	3	Noise	Susp Vehicle	
911 Hangup	1	EDP	Theft	3
Burglary	3	Prowl	Warrants	
Assist Other Agency	9	Overdose	traffic assist	
ATL (attempt to locate)	1	preimeter check	traffic	3
DUI	3	runaway	Trespass	2
Citizen Contact	7	sex offense	Vandalism	
Civil Paper Service	14	Shots Fired	Welfare Check	
Criminal Misch	2	Stolen Veh	RO Violations	

Falls City Calls for Service	Of the FC Calls for Service
Total Calls for Service (county wide)	21 involved crimes
Falls City % of Total Calls	9 42.9% clearance
	8 6.7% of total arrests

Total Service Calls (Polk County)	1877
Cases Cleared by arrest	177 Crimes Occ
Total Arrests (county wide)	111 62.7%
	120
	4 (county wide)
	0 (Falls City)
	(only true crimes reported here)

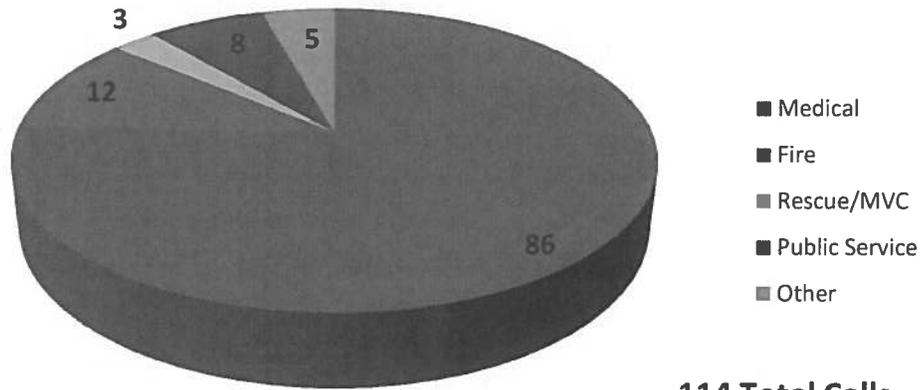
## Falls City Fire Department August Activity

Month	Medical	Fire	Rescue/MVC	Public Service	Other	Total	YTD Totals
January	11	0	0	2	2	15	15
February	9	0	0	1	0	10	25
March	9	3	0	1	0	13	38
April	11	3	1	0	0	15	53
May	8	3	1	1	0	13	66
June	8	0	0	3	1	12	78
July	15	1	1	0	1	18	96
August	15	2	0	0	1	18	114
<b>Totals</b>	<b>86</b>	<b>12</b>	<b>3</b>	<b>8</b>	<b>5</b>	<b>114</b>	<b>114</b>



\*All raw response data is from our Active911 dispatch system software.\*

### January-August 2019 Total Station Response By Category



**\*All raw response data is from our Active911 dispatch system software.\***

**Total August Membership:** 25 volunteers

**August Prevention Activities:**

-2018-08-19 Back 2 School Bash: 1.75 hours, 2 volunteers



City of Falls City  
299 Mill Street  
Falls City, OR 97344  
Ph. 503.787.3631

**OFFICE OF THE MAYOR**  
JEREMY GORDON  
*SEPTEMBER, 2019 MAYOR'S REPORT*

## **Falls City Pride 2019 Report Out**

*"This was one of the best weekends of my life." (local resident)*

*"What a great event Falls City put on!" (out of town attendee in a Facebook comment on Falls City Pride Facebook page)*

*"Great event! Everyone was so happy." (Falls City based food vendor)*

*"The vibe was great and we had a terrific time. Good to see so many people and the town, as usual, coming together with the out of towners. Thanks for making our day." (Falls City resident comment on City Facebook page)*

*"As a nearly lifelong resident of Polk County and an observer of the evolution of Falls City over more than 50 years I am proud to see the kindness, sensitivity and deliberate community-building this event portrays." (Polk County Commissioner, Craig Pope)*

*"Happy Pride, Falls City!" (Governor Kate Brown in a personalized video message)*

*"I'm delighted to hear that Falls City is celebrating its inaugural Pride celebration, the first official Pride event in Polk County!" (U.S. Senator Jeff Merkley in a personalized video message)*

### **Introduction**

The first City sanctioned Falls City Pride exceeded expectations on all fronts including turnout, volunteer participation, state wide media coverage, recognition from elected officials at all levels of government, money raised for student groups, vendor participation, sponsorships, economic impact, and overall community support and enthusiasm. Organizers, sponsors, vendors, and other partners are excited to plan for Falls City Pride 2020 and build on this solid foundation to make next year's family friendly event even better!

## **Volunteers**

This event could not have happened without our incredible volunteers. Thirty-six volunteers donated a total of approximately 224 hours of work to make Falls City Pride 2019 a success.

The following individuals donated their time and talents and deserve our utmost appreciation and recognition: John Volkmann, Laura Britton, Lori Sickles, Keith Zinn (special thanks to these four for launching Pride in 2015 and making it happen every year since!), Byron Kimball, Lynn Bailey, TJ Bailey, Xander Bailey, Dr. Dana Schowalter, Cori Brownell, Amy Houghtaling, Kobe Smith, Amara Houghtaling, Amber Houghtaling, Martha Jirovec, Alea Littleton, Mac Corthell, Ally Cuddeford, Jami Ward, Bruce Sickles, Anne Taliaferro, Greg Oldham, Marita Sommerville, Hirofumi Glover, Guy Mack, Norah Owings, Mike McConnell, Dani Haviland, Joseph Creekmore, Alyssia Johnson, Jeff Propp, Janet Propp, Michael Burton, Victoria Atherton, and all the others for helping out in big ways and small.

A special thank you goes out to our **Sip 'n Sashay** © hosts, Martha Jirovec, Amy and Art Houghtaling, Lynn and TJ Bailey, and Jeff and Janet Propp. Visitors were touched by this display of community-wide hospitality.

Kudos are also in order for the lemonade stand on Mitchell, and to Shawna Epperson for peppering the town and event site with beautiful hand painted rocks.

Last but not least, appreciation is in order for Falls City Public Works, Falls City Fire, and the Polk County Sheriff's Office (who reported 0 incidents in Falls City all weekend) for being on hand in case they were needed, as well as City Manager, Mac Corthell, and City Clerk, Jami Ward, for their guidance and assistance through the City's events program.

Organizers are overwhelmed by the enthusiasm and community support of so many volunteers and partners who donated time and resources. On behalf of the City, I want to express my sincere gratitude for all of their hard work and commitment toward the betterment of our community. Volunteer successes like these, and there have been too many to count in our community, inspire others to organize community events and activities that help bring meaning, support and companionship to so many. Thank you.

## **Attendance**

Total attendees for the August 17 event is estimated to be 326 people.

Attendees traveled to Falls City from all over the Willamette Valley and from as far as the East Coast of the U.S. Falls City hosted approximately 85 campers for the weekend. Some campers were able to enjoy a stay in our beautiful Upper Park and some were warmly hosted on private properties.

I would like to elucidate one particularly moving story that was shared with organizers. A lesbian woman who grew up in Falls City and now resides in Salem returned for the Pride event

having not been back to Falls City in over 20 years. She left Falls City all those years ago because she did not feel supported by her community. She was overcome with joyful tears at the event, happy to see that her birthplace had come so far since she grew up here.

Her story encapsulates the power of community building. Perceived differences that are thought to be significant no longer feel that way when we collaborate with others in a spirit of love and acceptance. Communities thrive when individuals are allowed to be their true, authentic selves and accept others in return.

### **Sponsorships**

Organizers did not officially solicit sponsorships, but two reached out with a desire to sponsor the event. We are so grateful for their support and look forward to expanding the Falls City Pride sponsorship program in 2020.

**Local Queen**, a Portland based drag queen organization that “celebrates local drag performers from all over the world!” organized the raffle GSA fund raiser, helped spread the word, donated \$100, and helped MC the event. Our sincere gratitude goes out to Local Queen and we look forward to partnering with them again for Falls City Pride 2020!

**Oregon Community Foundation**, a major philanthropic charitable organization, provided \$250 in support toward the beautiful rainbow flags displayed on North Main Street for the event. It is a true honor to partner with OCF in this way and Falls City looks forward to future collaborations!

### **The Boondocks**

None of this would have happened without the Boondocks’ many years of enthusiasm and support. Thank you, Laura Britton and Lori Sickles, for your continued commitment to Falls City community events and for being Falls City Pride pioneers from the beginning!

### **The Bread Board**

The Bread Board’s passion and creativity for space and community building allowed Pride to grow into what it is today. Their commitment to and investment in the Falls City economic and cultural landscape is felt by so many. Thank you for being Falls City Pride pioneers!

## Vendors

Below is a list of vendors who participated in the event. We sincerely thank them for providing their service and wares!

**Frink's General Store** (local food vendor)

**El Pique Family Restaurant** (Dallas based Mexican food vendor – the pastor tacos are highly recommended).

**Emerson Vineyards** (award-winning Polk County based winery)

**West Valley Taphouse** (Dallas-based cider and beer taphouse and eatery)

Jackey Jones (local artist), Dani Haviland (local author), Sarah Markel (local author), Shaniko Jackson (locally produced t-shirts and apparel), Vi and Gilbert Markel (local fine woodcrafts), Jill Anzalone (local plant vendor),

Cori Brownell (local early childhood learning expert – Cori provided a play and activities area for the kiddos. Thanks, Cori!!!)

Pete Buttigieg Presidential Campaign (Salem-based campaign office), HIV group (Corvallis-based HIV awareness group), Local Queen (Portland-based group)

## Media Coverage

Falls City Pride 2019 received an unexpected yet welcome variety of media attention. The coverage was 100% positive and will make a lasting, positive mark on Falls City's profile and reputation.

Media outlets that covered the event and/or ran stories include Willamette Week, The Statesman Journal, Polk County Itemizer-Observer, and KMUZ. (Copies of available stories are attached to this report)

The KMUZ radio interview with organizer, John Volkmann and Jeremy Gordon can be found here: [www.kmuz.org/Willamette-wake-up-08-02-2019-fall-city-pride](http://www.kmuz.org/Willamette-wake-up-08-02-2019-fall-city-pride)

## Support from Elected Officials

I am thrilled to report that Falls City Pride received sincere recognition from many of our elected officials. Commissioner Craig Pope's letter of welcome is attached, State Representative David Gomberg attended the event in person and addressed the crowd, and Governor Brown's and Senator Merkley's video addresses can be viewed here:

Governor Brown: <https://youtu.be/JUtDVRIZbSI>

US Senator Jeff Merkley: <https://youtu.be/gcEBiL0qmB8>

## Economic and Community Impact

- Falls City Pride was able to raise over \$600 for a High School GSA Program (Gender Sexuality Alliance) and will be partnering with other regional GSAs. The students have named their group, Mighty Alliance. These funds will be invested in the group's mission to promote equity and prevent bullying of ALL students.
- Local businesses reported an increase in sales over the weekend of approximately 20-30%.
- The hope for even more local participation and visitors next year presents opportunities for temporary accommodation rentals, cottage industry showcasing, additional creative vending ideas, mini-events, fund raisers, activities and more.
- Enough money was raised to cover the costs of the 2019 event and to ear mark some funds toward Falls City Pride 2020, making Falls City Pride sustainable and self-funded. In other words, the organizers did not lose money and look forward to doing it again!
- There are other economic impacts that will be felt in Falls City due to the success of this event. The event drew over 150 visitors from out of town who fell in love with Falls City and will be back for future events. In addition, positive media attention raises the profile and reputation of Falls City and the surrounding area.
- The City Council and Committees are encouraged to suggest other ways the City can enrich its partnership with the organizers. For example, there could be opportunities to raise money for Parks or Steering Committee projects related to beautification and development.
- Organizers are exploring options to form a 501(c)3 to expand its organizing and partnering capacity.

## Conclusion

With the Let Freedom Ring Memorial Day event, the potential for Summer Celebration to grow and expand, and now Falls City Pride, and all other City events, Falls City boasts an impressive array of event options for residents and visitors. The City is committed to empowering event organizers and community members to dream up and implement community events. While the City's resources are a bit scarce, the power and capacity of the community is limitless. Individuals and groups who are interested in event organizing may contact the City, Mayor, Park and Rec Committee members, or event organizers for advice and guidance.

We look forward to what lies ahead for Falls City events! What's next?



# CITY MANAGER'S REPORT SEPTEMBER 9, 2019

CITY MANAGER'S  
OFFICE

**Dear Reader,**

To better communicate all that we have going on in the Community and here at City Hall, I tried a new format for the Manager's Report last month. After receiving positive reviews from Citizens and Council Members, I have decided to keep with the, "heading and bullet" format, making it simple for readers to scan to the items that interest them most!

## **Budget & Finance:**

- Financial Condition Project
  - Correcting/Creating Revenue Streams
    - Master Utility Right of Way- In work on instrument.
    - System Development Charges- Process to cure in work.
    - Utility Rates/Operational Charges- Rate Study in CDBG Project
  - Ensure Maximum Efficiency from City Resources
    - Organizational Development Exercise
      - Re-structure City Human Resources/Departments
      - Re-define total workload
      - Re-write appropriate job descriptions
  - Financial Condition Assessment
    - Up Next!
  - Corrective Action
    - Last Step, down the road a bit...
- FY 18-19 Budget Audit Complete 9/5/2019!
  - Awaiting Audit report, no major issues to share.

*- Pork Chop  
Mitchell & N. Main!  
- MURROW Questions*

## **Wastewater/Water**

- CDBG Wastewater Project:
  - DEQ indicates we'll get the allocation increase.
  - Renata starting easement valuations as soon as engineer is done with legals/surveys
  - Engineers to start testing construction sites
- Water Leak Detection Project:
  - All three big leaks are repaired.
  - Beginning to work Meter Replacement Program.
- Parry Rd. 8" main extension Project:
  - Met with Engineer on 9/6- Update.

## **Streets**

- Dutch Creek Bridge Replacement/FEMA Grant Project:
  - 9/13/2019 Major Delays on Black Rock Rd. for placement of bridge beams!
- Special City Allotment Grant 2020:
  - Application turned in on-time, awaiting potential award or denial.

## **Community Development**

- DLCD Grant Young Memorial Grant
  - \$1,000 to be used for development of 309 list for SDC's.
- City Hall Security Project:
  - City Hall now has a working Camera System!

See the rest of the September 9, 2019 City Council meeting packet for discussion on Code Services, and Community Visioning/RARE.

Name	Date	Memo	Account	Class	Amount
Dallas Auto Parts	8/12/2019	Acct #3020; Inv- 429060, 430317	Accounts Payable		-189.56
	8/12/2019	All 3 PW Trucks:Lube, Oil, Filter + oil for next servc	Equipment O&M	SHARED SERVICES	171.2
	8/12/2019	PW Truck brake light bulb + shop rags (430317)	Equipment O&M	SHARED SERVICES	18.36
Total Dallas Auto Parts					0
Ferguson Waterworks	8/12/2019	Account: 50936   Invoice: 792631, 793750, CM115	Accounts Payable		-685.96
	8/12/2019	Valsetz Heights Meter Install (0792631)	Operational Supplies	20 WATER OPERATING FUND	849.35
	8/12/2019	Valsetz Heights Meter Install (0793750)	Operational Supplies	20 WATER OPERATING FUND	103.83
Total Ferguson Waterworks					267.22
Les Schwab	8/12/2019	Acct: 21632373; Inv: 21600374728	Accounts Payable		-164.98
	8/12/2019	Dump Truck Flat Repair	Equipment O&M	SHARED SERVICES	164.98
Total Les Schwab					0
Petro Card	8/12/2019	C475469	Accounts Payable		-302.06
	8/12/2019	7/31/19 Fuel- PW (C475469)	Equipment O&M	SHARED SERVICES	302.06
Total Petro Card					0
Royal Flush Portables, Inc	8/12/2019	A-24375	Accounts Payable		-50.81
	8/12/2019	Toilet-Cemetery, Final Bill (A24375)	Professional Services	01 GENERAL FUND:01.03 Park	50.81
Total Royal Flush Portables, Inc					0
Speer Hoyt LLC	8/12/2019	INV: 52473	Accounts Payable		-76
	8/12/2019	ROW Ordinance Development (52473)	Professional Services	SHARED SERVICES	76
Total Speer Hoyt LLC					0
Van Well Building Supply	8/12/2019	Acct: 160503; Inv: 39460/6, 39291/6, 39459/6, 390	Accounts Payable		-277.44
	8/12/2019	Wasp Killer, Sewer Lift Station; (39460/6)	Equipment O&M	13 SEWER FUND	2.5
	8/12/2019	Stop Pole Paint; (39460/6)	Operational Supplies	11 STREET FUND	5.99
	8/12/2019	City Hall PW Shop Door Repair (39291/6)	Building Maintenance & Ref	13 SEWER FUND	94.98
	8/12/2019	Replace CC Garbage Disposal (39459/6)	Building Maintenance & Ref	01 GENERAL FUND:01.03 Park	139.99
	8/12/2019	Valsetz Heights Meter Install Small Tools (39083/6)	Operational Supplies	20 WATER OPERATING FUND	33.98
Total Van Well Building Supply					0
Williamson & Aebi, LLP	8/12/2019	July '19	Accounts Payable		-877.6
	8/12/2019	July '19 Payroll, Bank Rec, Audit Reports	Professional Services	SHARED SERVICES	877.6
Total Williamson & Aebi, LLP					0





Total Oregon Department of Surplus PACE Engineers	8/26/2019	Inv: 20190816	Water Department Manual Replacement	Accounts Payable Equipment O & M	20 WATER OPERATING FUND	-120.01 120.01	0
Total PACE Engineers Van Well Building Supply	8/26/2019	Acct: 160503; Inv: 40416/6 Fire Rakes, Shovel, Axe		Accounts Payable Operational Expenses	82 FIRE EQUIPMENT/OP LEVY	-235.42 235.42	0
Total Van Well Building Supply Wire Works LLC	8/26/2019	7839 Light Bezel x 4		Accounts Payable Equipment O & M	82 FIRE EQUIPMENT/OP LEVY	-46.66 46.66	0
Total Wire Works LLC Great American Financial Services	9/3/2019	Inv: 25383716 Copier Lease Payment 8/19		Accounts Payable Professional Services	SHARED SERVICES	-189 189	0
Total Great American Financial Services Office Craft	9/3/2019	Inv: AR11915 Copies, July '19		Accounts Payable Professional Services	SHARED SERVICES	-143.52 143.52	0
Total Office Craft Petro Card	9/3/2019	C488104 8/30/19 Fuel- PW (C488104)		Accounts Payable Equipment O & M	SHARED SERVICES	-239.13 239.13	0
Total Petro Card Royal Flush Portables, Inc	9/3/2019	A-24576, 24575, 24620, 24632 Toilet- Move		Accounts Payable Professional Services	01 GENERAL FUND:01.03 Park	-550 25	
Royal Flush Portables, Inc West Coast Cross Connection	9/3/2019	Toilet- Delivery and Regular Lower Park Toilet- ADA and Regular Falls Park		Professional Services Professional Services	01 GENERAL FUND:01.03 Park 01 GENERAL FUND:01.03 Park	150 270	
Total Royal Flush Portables, Inc West Coast Cross Connection	9/3/2019	Toilet- Regular Falls Park Inv #9		Professional Services Accounts Payable	01 GENERAL FUND:01.03 Park	105 -2,587.50	0
Total West Coast Cross Connection Xerox Financial Services	9/3/2019	FY 19-20 Backflows (115) Inv 1747122 7556 Lease - Reimbursable by Office Craft, 8/19-9/		Professional Services Accounts Payable	20 WATER OPERATING FUND SHARED SERVICES	2,587.50 -180.75	180.75

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City of Falls City  
City Council Regular Meeting Minutes  
August 12, 2019 6:00 PM  
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

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**Council Present:** Lori Jean Sickles, Jennifer Drill via Conference call, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke

**Staff Present:** Mac Corthell, City Manager; Jamie Ward, Assistant City Clerk

**1. Call to Order**

Mayor Gordon called the meeting to order at 6:00 pm.

**2. Roll Call**

Asst. Clerk Ward took roll call.

**3. Pledge of Allegiance**

Mayor Gordon led the pledge.

**4. Motion to adopt the entire Agenda**

A motion was made by Councilor Meier and seconded by Councilor Radke to adopt the entire agenda with changes to the next City Council Meeting date. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke

**5. Announcements**

- a. City Manager Corthell gave a Certificate of Appreciation and noted a job well done to Lloyd Collins, and Polk Cemetery Savors Volunteers for immense dedication to cleaning up the I.O.O.F Lower Cemetery.
- b. Falls City completes Paving Overlays of fifth (5) and Boundary St. Corthell reiterated again what an incredible company Santiam paving is to work with.
- c. Corthell was excited to announce that Falls City has been awarded a RARE applicant and he will start in early September. William Sullivan is a graduate of New York University, spent a year with the peace core in Samoa, and has aspirations to be a City Manager. Mr. Sullivan will make his first visit to Falls City August 20, 2019. Corthell welcomes everyone to come and say hello. A welcome event will be hosted by the City of Falls City in September but no date has been determined. Corthell also stated the City may hold a garage sale of surplus items that same day.
- d. Falls City Pride will be on August 17, 2019. Mayor Gordon stated that the event information is posted on the Falls City Pride Facebook page and also mentioned that the event is getting a lot of attention. Governor Kate Brown and Senator Jeff Merkley prerecorded a video. Our State Rep. David Gomberg will be in town and Polk County Commissioner Craig Pope wrote a welcome message that will be read aloud. Mayor Gordon stated that we have everyone from Municipal to the Federal level giving a shout out to Falls City. He stated that he feels it will be a great time and everyone is welcome.

- e. The next City Council Work Session meeting has been rescheduled from Monday August 26, 2019 to Tuesday August 27, 2019. Sean O'Day, Executive Director of Mid-Willamette Valley Council of Governments will be here to talk about System Development Charges. The next regular Council Meeting is September 9, 2019.

## 6. Community & Government Organizations

- a. Falls City Public Works  
None
- b. Polk County Sheriff's Report  
None
- c. Falls City Fire Report  
None

## 7. Reports

- a. Mayors Report  
None

- b. Council Report

**David Radke-** Addressed the issue of dead branches at the Fay Wilson Memorial park. Don Poe, Public Works Superintendent responded that Public Works is aware of the issue.

**Dennis Sickles-** Wanted to remind everyone that school is starting soon and encourages everyone to take in a game or two this year to show community support.

**Jennifer Drill-** Brought to Council attention she has had several citizens approach her about dead trees on Parry Rd. She was wondering if the City takes care of that. Poe responded that they have in the past but due to our city code it is the home owner's responsibility. Corthell explained a brief overview on property law, stating that when home owners give up right of ways they do not give up ownership of the property, they just give up one (1) percent of that property, which leaves them responsible for the foliage on that land. Mayor Gordon stated that we could possible put that on the agenda when we don't have so much going on and review that ordinance to gain some clarity on that issue.

**Lori Jean Sickles-** Stated she saw a cougar running up fifth St. around 11:30-midnight. Corthell stated that we have received another report about one roaming around in day light, He wants to make fish and wild life aware of the issue.

- c. Manager's Report

Corthell used his time to talk about how great of a job Public Works has been doing. They have had a busy summer working on the paving project, water main breaks, three new services, a new fire hydrant, a city wide leak survey, and looking at a main expansion up Parry Rd. These will help us get another part of or water master plan checked off. They have been doing a lot of work at a very good pace.

Councilor D. Sickles asked a question regarding the leak detection survey that was done. He mentioned that there was a leak detected on one of his rental properties and he received a letter. His question for Don is; is there a way to find out where that leak is or do you just have to figure out on your own? Poe replied that he could contact Dan's Leak detection and they will look for the leak for a fee. They will guarantee you they can find a leak or you will not be charged. Councilor D. Sickles was appreciative of the help and notification. Corthell stated that the City had around 15 residential houses that detected a leak on the property owner's side and that it also could possibly be a meter issue. Poe stated that on the City's behalf that the information he got was that the SR2's are the original meters, and that they could be malfunctioning causing leaks due to age. Councilor D. Sickles stated that his water bill was around fifty-four dollars (\$54.00) and his rental property's water bill was eighty three dollars (\$83.00) so there is a leak there but he doesn't know how significant. It came to Council attention that a few pages were missing from the packet including the Leak report. That will be included in the next meeting packet.

Councilor Lauder asked if there were any major leaks detected. Poe responded that there were three significant leaks; the most challenging is on 1<sup>st</sup> St. and North Main. It was thought to be on the side of the road but as more investigation was done, it was actually about thirty (30) feet into the road. Don stated PW is going to have to do some planning to address that one. Mitchell St. and Bridge St. leaks were repaired. Poe noted that the one Bridge St. was leaking about ten (10) to fifteen (15) gallons per minute. Councilor Lauder asked when they test for leaks they can tell if it's a small or big leak. Poe stated yes, that it was from experience.

#### **8. Public Communications**

None

#### **9. Consent Agenda**

A motion made by Councilor D. Sickles and Seconded by Councilor Meier to adopt the consent agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke

#### **10. Public Comments**

Joe Smith of Falls City made City Council aware about multiple people speeding on Ellis St. He stated that it didn't matter what time of day it was, people were going 50 or 60 miles per hour through a residential area and he is concerned someone is going to get injured as a result. Mr. Smith stated that he would like to see speed bumps put in or possibly having the Sherriff patrol the area on a regular basis. Another Falls City resident Lilli Boettcher stated that it was happening on Cameron St. also. City Councilor David Radke indicated that it was a regular occurrence on South Main St. Mayor Gordon directed city staff to create a staff report for the next Public Works meeting so they can be aware of the issue and also come up with some suggestions for a solution.

#### **11. Citizen Committees**

Women's Vote Centennial- Corthell wanted to let everyone know that the Women's Vote Centennial Celebration is in 2020 and the City is searching for a champion to take this on. If there is not anyone to take lead, City Hall will hold an exhibit and anyone interested in sharing memorable history are welcome to display it at there.

**12. New Business**

a. Noise Permit for 2019.08.17 Richardson

A motion was made by Councilor D. Sickles and seconded by Councilor Meier that the City of Falls City grant noise permit 20190817 Richardson, subject to the standards and conditions contained. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke

b. Resolution 22-2019 Noise Permit Policy

Corthell discussed the Staff Report. The most notable changes between this and the original resolution are the fee schedule. A Class A permit is twenty (\$20.00) dollars and a Class B permit is forty (\$40.00) dollars per season. A Class B permit would be permitted for a three month time frame and there are four seasons per year. Existing business are not excluded from applying for noise permits. Council discussed multiple arrangements regarding local business having to pay four separate fees but untimely decided to adopt the resolution as it was written. (Exhibits Resolution 22-2019 with attachments)

A motion was made by Councilor Drill and seconded by Councilor Radke that the City of Falls City adopt RESOLUTION 22-2019 A RESOLUTION CREATING A POLICY & PROCEDURE FOR OBTAINING A NOISE PERMIT. Motion carried 5-0-1-0. Ayes: Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke. Abstain: Lori Jean Sickles

**13. Adjourn**

A motion made by Councilor Lauder and Seconded by Councilor Meier to adjourn. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, David Radke

The meeting adjourned at 7:09 pm.

\_\_\_\_\_ Mayor, Jeremy Gordon

Attested: \_\_\_\_\_ City Clerk, Jamie Ward

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## AGENDA REPORT

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** MAC CORTHELL, CITY MANAGER  
**SUBJECT:** SUPPLEMENTAL BUDGET 1 FOR FY19-20  
**DATE:** SEPTEMBER 9, 2019

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### **SUMMARY**

A budget amendment request to account for Grants that were not awarded, Grants that were funded in multiple Fiscal Years, and unanticipated Worker's Compensation increases.

### **BACKGROUND**

Oregon Public Budget Law requires that a city budget be balanced and that the agency will not spend more than budgeted. The law does allow provisions for adjustments for unforeseen revenues, or expenditures that would not have been known were needed at the time of the preparation of the budget.

This supplemental budget does not change any fund's overall expenditures by 10% or more, thus no public hearing and special notice, relevant thereto, is required.

This supplement does require notice to be posted no less than 5 days prior to the meeting, and a statement on the agenda that a supplemental budget will be considered.

### **PREVIOUS COUNCIL ACTION**

The Council approved the FY19-20 Budget in June, 2019.

### **ALTERNATIVES/FINANCIAL IMPLICATIONS**

Mostly housekeeping, although there is a minor draw from Street and Sewer contingency. However, considering this amendment will allow some excess Worker's Comp funds to pay for the repair of the Fire Hall and Community Center heat pumps, the minor foray into contingency could be expected.

### **STAFF RECCOMENDATION**

Staff recommends the City Council approve the resolution allowing the adjustments and making appropriations

### **ATTACHMENTS**

Resolution 24-2019 Supplemental Budget No. 1  
Exhibit A, Supplemental Budget

### **PROPOSED MOTION**

I move that the Falls City Council adopt Resolution 24-2019, A RESOLUTION AMENDING THE FISCAL YEAR 2019-2020 FALLS CITY BUDGET

**RESOLUTION 24-2019**

**A RESOLUTION AMENDING THE FISCAL YEAR 2019-2020 FALLS CITY BUDGET**

Findings:

1. A Supplemental Budget is the appropriate mechanism to recognize sources of revenue or expense that were unknown at the beginning of the fiscal year;
2. This Supplemental Budget makes adjustments to the net working capital of each fund to align the budget with the audit;
3. The Supplemental Budget makes adjustments allowing the budget to reflect actual net working capital figures, staffing expenses, grants, and changes in service contracts.

NOW THEREFORE,

THE COMMON COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The City Council adopts FY19-20 Supplemental Budget 1, on file in City Hall located at City Hall 299 Mill Street, Falls City Oregon 97344.

Section 2. The FY19-20 Falls City Budget is amended in accordance with exhibit "A," hereby made part to this resolution.

Section 3. This Resolution was duly PASSED and ADOPTED by the Falls City Council and takes effect upon signature of the Mayor.

Approved:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeremy Gordon, Mayor

Attest:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jamie Ward, Assistant City Clerk

*Exhibit A, Resolution 24-2019*

**Falls City 2019-2020 Budget Supplement 1**

Fund	Account	Original Budget	Increase	Decrease	Revised Budget
<b>1. General Fund</b>					
Revenues	19 LEOF Grant	\$ -	\$ 29,410.00	\$ --	\$ 29,410.00
<b>1. General Fund: Administrative</b>					
Requirements	LE1906 LEOF Grant	\$ -	\$ 29,410.00	\$ --	\$ 29,410.00
<b>2. General Fund</b>					
Revenues	Historic Cemetery Grant	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -
<b>2. General Fund: Parks &amp; Cemeteries</b>					
Requirements	Historic Cemetery Grant	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -
<b>3. General Fund</b>					
Revenues	19 Pac-Pow RARE Grant	\$ 10,000.00	\$ -	\$ 7,000.00	\$ 3,000.00
<b>3. General Fund: Administrative</b>					
Requirements	Pac-Pow RARE Grant	\$ 10,000.00	\$ -	\$ 7,000.00	\$ 3,000.00
<b>4. General Fund: Fire</b>					
Requirements	Worker's Comp	\$ 9,800.00		\$ 3,700.00	\$ 6,100.00
<b>4. General Fund: Administrative</b>					
Requirements	Worker's Comp	\$ 170.00	\$ 35.00	\$ --	\$ 205.00
<b>4. General Fund: Parks &amp; Cemeteries</b>					
Requirements	Worker's Comp	\$ 515.00	\$ 885.00	\$ --	\$ 1,400.00
<b>4. General Fund: Administrative</b>					
Requirements	Building O&M	\$ -	\$ 2,780.00	\$ --	\$ 2,780.00
<b>5. Street Fund</b>					
Requirements	Worker's Comp	\$ 1,200.00	\$ 1,385.00	\$ --	\$ 2,585.00
<b>5. Street Fund</b>					
Requirements	Contingency	\$ 30,000.00		\$ 1,385.00	\$ 28,615.00
<b>6. Sewer Fund</b>					
Requirements	Worker's Comp	\$ 1,530.00	\$ 400.00	\$ --	\$ 1,930.00
<b>6. Sewer Fund</b>					
Requirements	Contingency	\$ 40,000.00		\$ 400.00	\$ 39,600.00

1. LEOF Grant payments initially budgeted in FY18-19, but received in FY19-20
2. Cemetery Grant not awarded
3. Pac-Pow Grant award lower than budgeted
4. Updates Wrkr Comp in Gen Fund to actuals, savings used to pay for CC/Firehall Climate Control
- 5 & 6. Updates Wrkr Comp in Street and Sewer funds to actuals, contingency debited to cover

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## STAFF REPORT

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** CITY MANAGER, MAC CORTHELL  
**SUBJECT:** CODER SERVICES PROGRAM DISCUSSION  
**DATE:** SEPTEMBER 9, 2019

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### SUMMARY

Discussion re: Code Services.

### BACKGROUND

Listed as goal #4 of the City's January 29, 2018 Goal Setting session, Code Services has been a hot button issue for some time now. City Staff, both before and during my time, has endeavored to address this goal in a plethora of ways.

Existing City Staff has attempted to serve in a Code Officer's role, the City has hired severely unqualified individuals on an informal and untrained basis, and the City has hired extremely qualified personnel, but can't pay them enough to continue in the role.

Through disorganization, incompetence, and a lack of professionalism these various (failed) approaches have caused numerous issues ranging from severe risk, to creating a confrontational environment at City Hall, to wasted funding, to burnout.

The last operational program we had in place was manned by a retired Salem Police Lieutenant. Never was there a more qualified individual, but of course the menial pay and short hours were not enough to overcome the mostly negative outlook of the position that has been created.

Lieutenant Birr shared some parting concerns with the Council. I am outlining those below and listing some of my own:

1. Safety- There is no backup here, and the Sheriff's Office is often too busy to assist. Being that we lack a law enforcement service of our own, this will be difficult to overcome.
2. Civil Rights- Inherent to law enforcement is an actor proceeding, under color of government, to impose themselves on displeased citizens. This carries with it the risk of a 42 USC section 1983 Civil Rights claim. These are for violations of civil rights such as unlawful searching under the 4<sup>th</sup> amendment.
3. Complaint Driven- Lieutenant Birr found some neighbors would use code complaints to prolong a feud, or just poke a neighbor they don't care for. It also was an issue that he'd be dealing with a branch hanging down in one yard while another that is a total "junk yard" was left alone. He also noted it was often used for retribution.

4. Purpose- Lieutenant Birr reported that at the 8 hours a week he had to work, it was almost futile to even try to make a difference.
5. Costs- The cost to mitigate all of these concerns and produce a viable program have not been fully calculated.
  - a. However, to outfit and train a Code Officer would likely be in the range of \$75k-\$100k.
  - b. To maintain a Code Officer at part-time would be difficult due to the drive time and general need for more income. Once a person is trained and experienced in this field they are marketable elsewhere. If we cannot give full-time hours we must enter an IGA to split an officer.
  - c. To maintain a 20 hour (split) Code Officer would be in the neighborhood of \$35k plus equipment maintenance and repair.

## **PROPOSAL**

There are 3 options for consideration:

1. Raise funds for Code Services through a Fee on the Water Bill;
2. Attempt to raise funds for Code Services through a levy;
3. Adopt a pilot code services program as proposed below.

\*Note- Options 1 and 2 can be used to enter an IGA with another municipality, or to hire, train, and outfit our own officer.

### Pilot Program Proposal 1:

1. Complaint Intake
  - a. Complaints must be written and turned-in to City Hall by mail, email, in-person (exception for disabilities that prevent written communication).
  - b. Staff Logs complaint and all relevant information in Code Services Index.
2. City Staff Action
  - a. Staff mails/posts a Notification letter to alleged violator stating allegation and allowing for a 30 day window to cure, submit a plan to cure within 90 days, or deny/disregard.
  - b. After 30 days, denials and fails to respond will be investigated by viewing.
    - i. If no violation is observed the case is closed;
    - ii. If violation is observed a citation is prepared.
  - c. Plans to cure will be investigated in the same fashion after 90 days.
3. Citations
  - a. Will be issued for denials/failures to respond when investigation reveals the violation is present.
  - b. Will be issued for plans to cure when investigation reveals the violation is present after the plan window.
  - c. Will be issued by the Polk County Sheriff's Office
4. Court
  - a. Will be attended by the City Manager as representative for the City
  - b. Failures to Appear will be allowed a "show cause" opportunity, then found in default.
5. Staff Needs

- a. Staff will need Council to back a “Paper Only” process in which citizens subject to code enforcement action will only be allowed to communicate with City Staff via written instrument (unless a significant disability prevents it).
- b. Staff will need the Council to approve a “prioritization schedule” allowing staff a basis by which to prioritize complaints.

### **FINANCIAL IMPACT**

The third option, pilot program, will allow Staff to fulfill the Code Services role within current budgetary constraints.

### **STAFF RECOMMENDATION**

Direct Staff to pursue one of the following:

1. Cancel Code Services for the present; seek funding through a tax levy for a half to  $\frac{3}{4}$  time Code Services Officer. Engage other entities for potential partnership on a Code Services Officer.
2. Add a Code Services Fee to the Water Bill to support a  $\frac{1}{2}$  time Code Services Officer. Engage other entities for potential partnership on a Code Services Officer.
3. Alternatively, allow staff to pursue the pilot program, but grant the requested support in order to make it effective.

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## STAFF REPORT

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** CITY MANAGER, MAC CORTHELL  
**SUBJECT:** DUTCH CREEK BRIDGE PROJECT, DEVIATION REQUEST  
**DATE:** SEPTEMBER 9, 2019

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### SUMMARY

Polk County Public Works, as grant administrator for Falls City, is requesting a minor deviation from City road design standards in relation to the Dutch Creek Bridge Project.

### DETAIL

The City of Falls City has engaged Polk County Public Works to manage a combination FEMA and Oregon IFA grant project aimed at replacing the Dutch Creek culvert on Mitchell St. with a bridge, and to repair/replace portions of the roadway leading to and past the new bridge site.

Mitchell St. currently has a 23 foot paved surface from 5<sup>th</sup> St. to Socialist Valley Rd. From there, up into the Coast Range, it has a 20 foot paved width then turns to gravel.

The roadway designation at the time of adopting the grant agreement was as a “local road with shoulder,” which calls for a 24 foot paved roadway.

The County is asking for the City’s blessing to deviate from the 24 foot requirement in favor of 22’ (11’ lanes), with 2 foot gravel shoulders and additional shoulder running to the ditch area on the side of the road.

The reason for this is two-fold, costs and consistency. The County is fudging their standard upward to achieve 11’ lanes (22’ feet total paved). This request will add consistency to the roadway width which has been shown to cut down on accidents.

Additionally, the use of 2’ less concrete comes at a cost savings. This project has been flirting with overage, so savings like this, though small, can help.

### FINANCIAL IMPACT

A slight cost savings on the project overall.

### STAFF RECOMMENDATION

Public Works Director, Don Poe recommends allowing the deviation.

City Manager, Mac Corthell recommends allowing the deviation.

City Engineer, Steve Ward was not consulted. This was a cost savings measure as the project is under careful engineer scrutiny already, and Steve consistently recommends less pavement width to save funds (e.g. 18’ recommendation for SCAGs).

**Proposed Motion**

I move the City Council of Falls City, Oregon adopt resolution 23-2019, A RESOLUTION GRANTING A ROADWAY WIDTH DESIGN DEVIATION FOR THE DUTCH CREEK BRIDGE PROJECT.

RESOLUTION 23-2019

A RESOLUTION GRANTING A ROADWAY WIDTH DESIGN  
DEVIATION FOR THE DUTCH CREEK BRIDGE PROJECT.

Whereas:

1. The City of Falls City has been awarded grants by FEMA, BLM, and IFA to replace the Dutch Creek Culvert with a Bridge; and
2. The City of Falls City entered an IGA with Polk County to manage the project; and
3. In accordance with the process, a group of Falls City citizens has prepared a proposal that conforms to the requirements therein; and
4. Polk County has requested a deviation from Falls City’s Street Design Standards; and
5. That deviation will lead to cost savings, and roadway consistency; and
6. City Public Works concurs with the design deviation.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

**Section 1. STREET DESIGN DEVIATION.**

- 1) The City Council of Falls City, by this resolution, permits Polk County Public Works to construct those portions of Mitchell St. to be improved during the Dutch Creek Bridge replacement, to the following width:
  - a) Paved width must be at least 11’ per lane, and 22’ total.
- 2) All other Falls City rules and standards, not previously mitigated, shall be followed in construction of the mentioned roadway.

**Section 2. EFFECTIVE DATE.**

- 1) This resolution is effective immediately upon passage.

ADOPTED BY THE FALLS CITY COUNCIL ON THIS 9<sup>th</sup> day of September, 2019.

Vote: AYE\_\_\_\_\_ NAY\_\_\_\_\_ ABSTAIN\_\_\_\_\_ ABSENT\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeremy Gordon, Mayor

Attest:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jamie Ward, City Clerk