



Falls City Oregon City Council Meeting

Monday, January 8, 2024 at 6:00 pm

Meeting Location

320 N Main St • Falls City, OR 97344

How to Attend and/or Participate

1. In Person: 320 N Main St. Falls City, OR 97344
2. Call-in: a. 1-253-215-8782 b. Passcode: 878 7406 4319
You will be muted but may “raise your hand” to indicate you wish to comment.
3. Web Application: Zoom Webinar <https://us06web.zoom.us/j/87874064319>
You will be muted but may “raise your hand” to indicate you wish to comment during Public Comments.
4. Write-In: Using regular mail or email. a. info@fallscityoregon.gov; 299 Mill St. Falls City, OR 97344

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1. CALL TO ORDER & ROLL CALL

Mayor TJ Bailey, Council President Houghtaling, Councilor Nick Backus, Councilor Martha Jirovec, Councilor Tony Meier, Councilor Dennis Sickles, Councilor Lori Jean Sickles

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATIONS, & PROCLAMATIONS

Attachments:

- Letter (Appreciation_Letter.pdf)

4. PUBLIC COMMENTS & LETTER COMMUNICATIONS

In order to encourage an environment of openness, courtesy and respect for differing points of view,

please refrain from behavior that is disruptive to the meeting such as making loud noises, clapping, shouting, booing, or any other activity that disrupts the orderly conduct of the meeting. Abusive language will not be tolerated.

Please limit your commentary to 3 minutes or less.

5. PUBLIC HEARINGS

Public comment will be allowed in items appearing on the section of the agenda following a brief staff report representing the item and action requested.

a. Sewer Rate Increase

Attachments:

- **Public Hearing Notice** (Res_01-2024_Public_Hearing_Notice_Falls_City_Monthly_Sewer_Rates.pdf)

6. CONSENT AGENDA

a. December 4, 2023 Minutes

Attachments:

- **Minutes** (2023.12.04_Council_Minutes.pdf)

7. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS

a. Mayor's Report

b. Councilor Comments

Council President Election

c. Public Works Committee Report

Attachments:

- **Minutes** (PW_Minutes.pdf)

d. Historic Landmark Committee Report

Attachments:

- **Minutes** (HLC_Minutes.pdf)

8. REPORTS FROM CITY MANAGER & STAFF

a. Falls City Fire Report

Attachments:

- **Report** (FD_December_Report.pdf)

b. Falls City Public Works Report

Attachments:

- **Report** (PW_Jan_Report.pdf)

c. City Manager's Report

Attachments:

- **Report** (2024.01.08_Monthly_Manager_s_Report.pdf)

- **Speed Test** (Polk_County_Speed_Test_Results.pdf)

9. RESOLUTIONS

a. Resolution 01-2024

Attachments:

- **Staff Report** (Res_01-2024_SR_Monthly_Sewer_Rates.pdf)
- **Res. 01-2024** (Res_01-2024_Monthly_Sewer_Rates.pdf)

b. Resolution 02-2024

Attachments:

- **Staff Report** (Res_02-2024_SR_RARE_Application.pdf)
- **Res. 02-2024** (Res_02-2024_RARE_Application.pdf)

c. Resolution 03-2024

Attachments:

- **Staff Report** (Res_03-2024_SR_FY23-24_Supp_Budget_1.pdf)
- **Res. 03-2024** (Res_03-2024_FY_23-24_Supplemental_Budget_Adjustments_1_Jan._C C.pdf)

10. GOOD OF THE ORDER

11. EXECUTIVE SESSION

ORS 192.600.2.a: The governing body of a public body may hold an executive session to consider the employment of a public officer, employee, staff member or individual agent.

12. ADJOURN

Posted for Public at the City Hall Bulletin Board, Community Center, Falls City Website, Frink's General Store, Falls City Market, LCB Bulletin Board, Post Office, and City Facebook page



FALLS CITY SCHOOL DISTRICT #57

111 N Main Street
Falls City, OR 97344
Phone: 503-787-3521

Business Office Fax: 503-787-5805
High School Fax: 503-787-1507
Elem. School Fax: 503-787-3239

"Falls City School District provides well-rounded opportunities for students to become productive, positive citizens and life-long learners"

Cory Ellis
Superintendent

Micke Kidd
High School Principal

Eric Clendenin
Elementary School Principal

City Manager

December 18, 2023

CC: City Council

299 Mill Street

Falls City Ore. 97344

Dear AJ Foscoli,

The Falls City School District would like to inform you of a positive situation that needs to be recognized. I apologize that I did not inform you of this earlier but time marches on and I did not want this to be forgotten. On September 14th, just one week into this school year a semi-truck delivered ten pallets of playground safety rubber mulch for our Pre-K program's newly installed playground. At this time the Pre-K kids were not allowed to play on their brand-new structure because the rubber safety mulch had not arrived yet. You can imagine the anticipation of the kids. The district has no loading dock or forklift to place the bags on the pallets. I called Jon Creekmore and Larry Inman and asked if they were able to help me unload the truck and place the bags inside the fenced area so the Maint. crew could spread out the rubber mulch. They informed me that they could come help as soon as they got done taking care of business at the water treatment plant. Jon showed up in the work truck and Larry drove the backhoe. The truck driver unloaded the pallets and Jon and Larry put each of the 4x4 bags of rubber mulch over the fence onto the playground area. That day we spread it out and the kids were able to play on it the next day. All 12 kids were very happy with the squeals of happiness I heard as I arrived at work the next day.

We are a small community, and we need to support each other when we can. This was one of those times and we wanted to make sure that you know that it was appreciated.

Sincerely,

Falls City School Dist. #57

Superintendent:

Cory Ellis

Facilities Manager:

John W. Gilbert

Public Notice & Notice of Public Hearing

The City of Falls City is undertaking a Wastewater Improvements Project funded with Community Development Block Grant funds and Department of Environmental Quality Grant funds. The funding of this project will entail a 5-year annual rate increase financing schedule.

A public hearing will be held by the City Council at 6:00 p.m. on January 8, 2024, at the Falls City Community Center, 320 N. Main, Falls City, Oregon, 97344. This meeting can be attended via remote access, the link and phone number are on the City of Falls City website at <https://www.fallscityoregon.gov/>

The location of the hearing is accessible to persons with disabilities. Please contact **Jeremy Teal** at **503-787-3631** if you will need any special accommodations to attend or participate in the meeting.

FALLS CITY CITY COUNCIL		MONDAY, DECEMBER 4, 2023
The Falls City City Council met in regular session on Monday, December 4, 2023 at 6:02 p.m. in the Community Center located at 320 N. Main Street		
Council Members Present: Council President Amy Houghtaling, Councilor Nick Backus, Councilor Martha Jirovec via Zoom, Councilor Tony Meier, Councilor Dennis Sickles arrived at 6:59 p.m., and Councilor Lori Jean Sickles		
Staff Present: City Manager AJ Foscoli, City Recorder Jeremy Teal		
AGENDA		ACTION
Announcements, Appointments, Appreciations & Proclamations	Tracy Young reported the Toys for Tots took in \$1,500 and 32 sacks of toys from Wal Mart. Mayor Bailey thanked the volunteers with the Thanksgiving Dinner.	
Public Comment	<p>Mayor Bailey opened the public comments at 6:04 pm</p> <p>Tracy Young, 68 Prospect, asked if the dangerous building ordinance was up and running. Mr. Foscoli noted that it was and it was complaint driven.</p> <p>Ms. Young reported that Todd Rancore was arrested for theft and burglary at the high school and was trespassed from any school property.</p> <p>Jim Miner, 68 Prospect, noted that in front of 72 N. Main Street, parked small trucks were not a problem with sight distance, but the bigger trucks were much worse and the school speed sign was completely blocked.</p> <p>Mayor Bailey noted as soon as there was better weather the No-Parking signs would go up.</p> <p>Mayor Bailey closed the public comments at 6:10 pm</p>	
Public Hearing a) CUP 23-01 & VAR 23-04 - 7 Star Gas Station Staff Report	<p>Mayor Bailey opened the Public Hearing at 6:13 p.m.</p> <p>Scott Whyte, Staff Planner, with Mid-Willamette Council of Governments gave a brief staff report regarding the scope of the gas station project at the 7 Star Convenience Store.</p>	

Council Questions	<p>Councilor Jirovec asked to respect the dark sky rule and have the lights off at night. Mr. Whyte noted the lights did not need to be turned off at night, just pointed away from the street and residents. Councilor Jirovec asked the lights be turned off at night to respect the residents. Mr. Whyte noted the Conditional Use permit allowed for rules to be imposed rules and would have the applicant address issue.</p>
Applicant Report	<p>Sunny Singh, 7 Star Convenience Store, stated the lights would be under the canopy and would light the roof of the canopy and would emit minimum lighting onto the neighboring properties.</p>
Council Questions	<p>Council President Houghtaling asked if the lights needed to be on all the time for safety. Mr. Singh noted the pumps would be on 24 hours and the lights would run all night for the security of the self-service customers.</p> <p>Councilor Jirovec asked for clarity on parking and entrances to the property. Mr. Singh stated that both driveways would remain the same, but all new paving and striping, light poles, and a nice flower bed for landscaping.</p>
Public Comments	<p>Jim Miner, 68 Prospect, stated the gas station wouldn't be a big fancy outfit, but would accommodate our little town. He mentioned being open all night with a credit card would really help some people. He noted this was great for our town.</p> <p>Tracy Young, 68 Prospect, noted this was a landmark thing we need in this town.</p> <p>Jessica Haines, 200 Church St, noted she worked at the store for 8 years under 3 different owners and in the middle of the night or in the dead of winter people come to town and need gas. She stated we need this in our town.</p>
Applicant Rebuttal	<p>There were none.</p> <p>Mayor Bailey closed the Public Hearing at 6:35 p.m.</p>

<p>Councilor Comments</p>	<p>Council President Houghtaling stated the report was great and everything provided was helpful and thanked 7 Star for the community help.</p> <p>Mr. Singh noted that most of their stores were in small towns, and they do everything they can to help the city. He stated that whatever the city needed, it “could come to us and we will help.”</p> <p>It was moved by Councilor Backus to adopt the staff report findings and approve Conditional Use Permit 23-01 and Variance 23-04, subject to the conditions of approval set forth in the staff report. The motion was duly seconded by Councilor Meier and CARRIED with a vote of 6-0 with Councilors Backus, Jirovec, Meier, D Sickles, LJ Sickles and Council President Houghtaling voting YES.</p>
<p>Consent Agenda a) November 6, 2023 Minutes</p>	<p>It was moved by Council President Houghtaling to approve the Consent Agenda as presented. The motion was duly seconded by Councilor LJ Sickles and CARRIED with a vote of 6-0 with Councilors Backus, Jirovec, Meier, D Sickles, LJ Sickles and Council President Houghtaling voting YES.</p>
<p>Reports or Comments from Mayor and Council Members a) Mayor’s Report b) Councilor Comments</p>	<p>Mayor Bailey provided a Mayor’s Report that will be included in these minutes.</p> <p>Council President Houghtaling reported the Willamette Health Council secured the funds for the \$700,000 resource center at the Mill Lot. She noted the Council would like to hold an open house and get residents’ feedback on the services needed for the resource center.</p> <p>Mr. Foscoli noted a “save the date” could be put in the December newsletter.</p> <p>Council President Houghtaling reported that PATHS finished their 5-year strategic plan and submitted it to the State. She noted she would like them to come present to Council.</p> <p>Councilor Meier stated the Public Works discussed a 4-way stop at Parry, Bridge and S</p>

Main streets and found it to be unnecessary at this time. He noted the log trucks wouldn't stop and it would be another thing for people to run.

Councilor Jirovec reported the grant committee would get going in January and bring in the school, Thrives, and the City to decide what grants should be looked at and to set priorities. She asked if the gas station was going to repaint parking spaces and asked if the school crosswalks could be repainted. She mentioned she was working on volunteers for the LCB events. She asked if the Ordinance regarding parking for RVs could be looked at regarding parking on private property only.

There was discussion regarding the RV parking on Main Street. Mr. Foscoli reported that everything that could be done was being done. He noted the legislation regarding homelessness was hindering the City's ability to enforce Ordinances.

Councilor D Sickles asked about the burned-out houses and vacant homes in the city.

Mayor Bailey explained that once the City fields the complaints then they would come to Council to make a decision.

Mr. Foscoli advised that any resident making a formal complaint outlining what makes it a dangerous building would be investigated. He stated that the City had the authority to rectify the issues, but on the City's dime. He noted that the property owners weren't scared of liens or bills, as they just won't pay them. He stated it seriously hinders what the City can realistically do.

Councilor Meier stated dangerous buildings should be condemned and torn down. Mr. Foscoli noted that without a certificate of occupancy there was nothing that could be done, but for newer properties that have an occupancy certificate that could be rescinded, there would be an enforceable action.

c) Public Works Report

There were none.

<p>d) Historic Landmark Committee Report</p>	<p>Council President Houghtaling noted the committee would be applying for grants to do oral history on Falls City residents.</p>
<p>Reports from City Manager & Staff</p> <p>a) Public Works Reports</p> <p>b) City Manager’s Report</p>	<p>There were no comments.</p> <p>Mr. Foscoli gave his report regarding the wastewater treatment plant, towing services, and a visit from Congresswoman Salina’s staff.</p>
<p>Resolutions</p> <p>a) Resolution 10-2023 – Falls City 2023-2024 Budget Adjustment 1</p>	<p>Mr. Foscoli reported this was the first supplemental budget of 23-24. He noted the first quarter numbers were looked at and list was formed with minor changes and combining line items.</p> <p>Councilor D Sickles asked if there were any items that stood out. Mr. Foscoli noted line 36 regarding the CDBG grant. He mentioned the lagoons were built but because of the rain and the liners the project would spill into the next fiscal year.</p> <p>Councilor Jirovec asked to table the supplemental resolution due to her questions and concerns.</p> <p>It was moved by Councilor D Sickles to table Resolution 10-2023. The motion was duly seconded by Councilor Meier. The motion was carried with a vote of 6-0 with Councilors Backus, Jirovec, Meier, D Sickles, LJ Sickles, and Council President Houghtaling voting YES.</p>
<p>Ordinances</p> <p>ORDINANCE 564-2023 – No Parking on North Main Street – South Side</p>	<p>Mr. Foscoli reported this was the 2nd reading for the ordinance. This would conclude the North Main No-Parking on either side.</p> <p>It was moved by Council President Houghtaling to adopt Ordinance 564-2023. The motion was duly seconded by Councilor Backus and carried with a ROLL CALL vote of 6-0 with Councilors Backus, Jirovec, Meier, D Sickles, LJ Sickles, and Council President Houghtaling voting YES.</p>
<p>City Manager Evaluation</p>	<p>Mayor Bailey outlined the process for the City Manager evaluation. He noted January 8th Mr. Foscoli would present his self-evaluation and</p>

	goals and then the Council would evaluate the goals on February 5 th .
Good of the Order	<p>Councilor D Sickles reported that basketball was starting and encouraged everyone to come watch.</p> <p>Councilor Jirovec noted that she would post the basketball schedule on the LCB bulletin board. She asked if a possible community board could be put at the 7 Star convenience store.</p>
Adjourn	There being no further business the meeting was adjourned at 7:35 p.m.
<p>Read and approved this _____ day of _____ 2024.</p> <p>Mayor: _____</p> <p>ATTEST:</p> <p>City Recorder: _____</p>	

City of Falls City
Public Works Committee Meeting
Thursday December 21, 2023 6:00PM
Meeting Location: 320 N. Main Street

Committee Members Present

Mike McConnell, Tony Meier, Tracy Young, Cliff Lauder, Guy Mack, Gordon Hanson arrived at 6:30. Members absent Jeff Propp.

1) Call to Order

Chair McConnell called the meeting to order at 6:00 PM, took roll call.

2) Pledge of Allegiance

Chair McConnell led the Committee in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Meier moved and member Lauder seconded: **that we approve the entire agenda.** Motion carried 5-0-0. Ayes: Mike McConnell, Tony Meier, Cliff Lauder, Tracy Young, Guy Mack.

4) Consent Agenda: Motion Action Approving Consent Agenda Items

Member Young moved and member Meier seconded: **that we approve Consent Agenda Item, PWC Minutes November 16, 2023.** Motion carried 4-0-0. Ayes: Mike McConnell, Tony Meier, Cliff Lauder, Guy Mack.

5) Public Comment

Community member and renter, Patrick McKibben (sp?) related his experience with a recalcitrant home owner and the City and the unsatisfactory outcome and the need of a full time Compliance Officer to assist in remedying the situation.

6) New Business

a. Dangerous Buildings

PWC discussed the proposal, for about an hour, of using volunteer PWC members to talk with renters/home owners about their code violations and ways to remedy the violations. The general consensus might be a good idea for the Voluntary Compliance Cases but not really in the purview of the PWC but rather an official City responsibility, especially the Mandatory Compliance Cases. No members were comfortable approaching renters/home owners. PWC recommendation is that the City find and allocate full funding for a full time Compliance Officer.

7) Old Business - None

8) Correspondence, Comments and Ex-Officio Reports

9) Committee Announcements

Next meeting to be held January 18, 2024 at 6:00pm.

10) Adjourn

Member Mack moved and member Young seconded: **that we adjourn.** Motion carried 5-0-0 Ayes. Mike McConnell, Tony Meier, Cliff Lauder, Tracy Young, Guy Mack. Meeting adjourned at 7:00..

_____ Public Works Committee Chair McConnell

Attested: _____ Public Works Committee Member

City of Falls City
Historic Landmark Commission
Wednesday December 13, 2023 at 6:00 pm
Meeting Location: 320 N Main Street Falls City

Commission Members Present

Mike McConnell, Paul King, Nick Backus, Guy Mack. Member absent Amy Houghtaling.

1) Roll Call

Vice Chair McConnell called the meeting to order at 6:01 PM, took roll call.

2) Pledge of Allegiance

Vice Chair McConnell led the Commission in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Backus moved and member King seconded **to adopt the Entire Agenda**. Motion passed 4-0-0 Ayes. Mike McConnell, Paul King, Nick Backus, Guy Mack.

4) Consent Agenda Motion

Member King moved and member Mack seconded to approve minutes for 11/08/23. Motion passed 4-0-0 Ayes. Mike McConnell, Paul King, Nick Backus, Guy Mack.

5) Public Comment - None

6) Old Business - None

7) New Business

a. Best Practices for recording Oral History

Commission is to study the information attached and be ready to discuss at January meeting.

Commission discussed generally who would be doing the interviews (High School or College Students?, Commission Members?). What equipment will be needed, perhaps some initial interviews could be done with phones? Where the Oral Histories will be stored and their accessibility. Topics to be discussed and conversation starters. Closed captioned? Transcribed? Perhaps schedule a public event to spur interest with suggested topics. Procuring photos of Falls City's past.

b. Brainstorm Oral History Participant List

Commission added Duane and Lucille Duniway, Ben Jackson, Julie Bishop, Sherrie and Glen Grippin, Jenny and Rosie Kendall, the Murphys and Greys.

8) Correspondence, Comments and Ex-Officio Report

9) Committee Announcements

Next meeting January 10, 2024 at 6:00 pm.

9) Adjourn

Member Mack moved and Member Backus seconded **we adjourn**. Motion carried 4-0-0 Ayes. Mike McConnell, Paul King, Nick Backus, Guy Mack. Meeting adjourned at 6:45 pm.

_____ Historic Landmark Commissioner Chair Houghtaling

Attested: _____ Historic Landmark Committee Member

Potential Interviewees

Ron/Paulette Carey
Michael Cox
Wayne/Leotta Scott
Philip Ames
Kenny Graham
Jim Krummel

Nancy Hibbs
Michael/Joey(?) McAllister
Bill Gilbert
Philip Jones
David Graham
Lois Grippin

Bruce/Keith/Jim Ferguson
Karen/Steve/Tom Gilmore
Mary/Ramona Frink
Shirley McBeth
George/Mike Roberts
Alan Wade
Jack/Mary Kidd
Doug Inman
Milli Woolers (?)

Rick/Steve Ferguson
Bill Diehm
John/Cheryl Barton
Bonnie Overhauser (?)
Dennis/Lori/etc..Sickles
Don Poe
Julie Sutherland
Brian Dowell

There are many more I could name but I am limiting this now and we can add ,more later.

Call Volume for Falls City Volunteer Fire Dept. 2023 Calls (JANUARY-DECEMBER)

2023 MONTH	MEDICAL	PUBLIC ASSIST	MV A	STRUCTURE FIRE / FALSE ALARMS	GRASS BRUSH TREE / BURN CO	POWER LINE	SW CALLS FCFD RESPOND ON	SW ASSISTED FCFD CALLS	MO. TOTAL CALLS
JAN	6	1	0	0	0	1	0	0	8
FEB	6	0	1 SW	0	2	0	0	1 med 1 mva	9
MAR	7	0	0	2	0	0	0	1 fire	9
APR	11	0	0	4	0	0	0	2 fire	17
MAY	3		0	1 RV	0 1 Burn Co	0	1 car fire	0	6
JUNE	9	0	0	0	0	0	0	0	9
JULY	11	2	0	1 House 1 RV	5	0	1 grass fire	0	24
AUG	7	2	0	1 false alarms	3	0	0	0	13
SEPT	8	0	0	0	1 camp fire	0	0	0	9
OCT	12	2	0	3 false alarm	2 Burn Co	0	0	0	19
NOV	11	0	1sw	0	1 Burn Co	0	(Black Rock MVA)	0	13
DEC									
YR TOTALS To Date	91	7	2	09/4	11 / 4	1	2	5	136

Fire Department Report for December 2023 Council Meeting:

We had 7 volunteers graduate from Probationary Fire fighters to State Certified (DPSST) Fire Fighter I. And 1 EMR. Many, many hours of classroom didactic and hands on skills training. Plus actual live fire fighting check offs to complete this. The IO along with our neighboring depts ,attended the ceremony held at the fire station the end of November.

December is our busiest month as far as community service! On Dec. 2nd we held our 10th annual Toys for Tots drive at Walmart. We had lots of donations, including one gentlemen from Falls City who donated \$1500. for us to “shop” for toys for the kids! This year we broke an all time state wide record of more toys collected in one day than any other fire dept.

Dec 20th. Santa delivers gifts to children at their homes in Falls City. (Santa arrives in a red fire truck!) :-)

Dec. 21st Santa and his helpers visits all the school kids and delivers a small present for everyone.

Dec. 24th is the Christmas Cheer Food Box distribution at the fire station. Folks may pick up their food boxes from 10-12 noon at the fire station. Special arrangements can be made for someone who is not ambulatory. Any surplus food goes to the local food bank in Falls City.

Thank you for all your support and hard work for our community!

May you all enjoy a safe and wonderful Merry Christmas, and may the New Year be good to you all!

Prepared by Sharon Volk Greve, Assistant Chief, Falls City Fire and EMS. Cell: (503) 871-5140



Public Works Report January 2024

Administration

Normal operations.

Water Division

Normal operations.

Sewer Division

Normal operations.

Streets Division

We received all the gravel for grading the roads

Parks & Cemeteries Division

Normal operations.

Non-Sewer Wastewater Division (TMDL)

Normal operations.



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

City Manager's Report January 8, 2024

Introduction

Happy New Year!

It is the beginning of a new calendar year and as with every January, it feels like there is so much potential for great things to happen in Falls City. Staff are all working hard to ensure that services are provided in a timely, and cost-efficient manner, and all of our contractors are doing their best in working on the various projects under their purview. Though we incurred a delay in the lagoon building project, through some creative problem solving, our staff, our engineers and Strider Construction have potentially come up with a solution to finish the project about 6 months sooner. We will be working on how to best implement this potential solution and gauging its fiscal impact versus the overall savings in time. As we continue to meet with Strider over the coming weeks and months, we will have a better idea of whether this will ultimately be the path we take in this wastewater facility construction project.

Wastewater Project – We continue meeting with Strider Construction on a biweekly basis to check on their progress building our new lagoon system. The next meeting was scheduled for Jan. 8th at which time the construction work at the High School was discussed. School District officials are regularly attending in order for them to be aware of any logistics that may impact the campus. During one of the excavations for the new wastewater line, several conduits were impacted and repair work was initiated to get the work back on schedule. School District officials were informed and involved in the repair of the infrastructure. As stated before, once the bulk of the construction work at the High School is complete, there will be some minor follow-up tasks that will be confined to small areas of campus (electrical panel work etc.) As much as possible, Strider is encouraged to work on these tasks on Fridays when there are no students on campus.

Towing Services – City staff is working on placing No-Parking signs on N. Main Street between Ellis and the city limits in order to ensure health and safety of pedestrian traffic in the school zone. Once the signs are up (tentatively scheduled for completion by the middle of January) staff will be tagging vehicles that are illegally parked in the city's right-of-way and No-Parking zone.

Note: If you have questions/concerns, please respond to me individually by email, phone, or in person. This way we avoid violating any public meetings laws with a "reply all" response, or multiple councilors discussing on the same thread.

Pacific Power E-Mobility Grant – Falls City was awarded a \$15,000 grant to purchase an electric vehicle for Public Works use. The city has purchased a Chevrolet Bolt (current range 220 miles due to the new battery which is limited to only 85% of its capacity for the first 6,500 miles) and will be deploying it for meter reads, water sample testing (round-trip to Corvallis) and other work-related trips. Since this vehicle is now part of the city’s fleet, other uses are possible and encouraged. One possibility would be to use it as a mobile-library book delivery vehicle, as a way to bring back limited library service to Falls City.

Sincerely,



Clerk’s Report

City Hall

- Agendas are posted at these locations and will be from this point forward: Community Center, City Hall, Frinks Market, Falls City Market, Post Office, LCB Bulletin Board, City Website and Facebook page.
- Some No parking signs have been placed on the north side of North Main Street. Better weather is needed for pole placement.

Public Works

- **Speed test** the final report is attached.



Extended Speed Summary

N. Main St @ Ellis St, WB

Start: 2023-11-20

End: 2023-11-30

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 8

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 11

Speed Limit: 20

Average Speed: 22.82

50th Percentile Speed: 22.21

85th Percentile Speed: 27.22

Pace Speed Range: 18-28

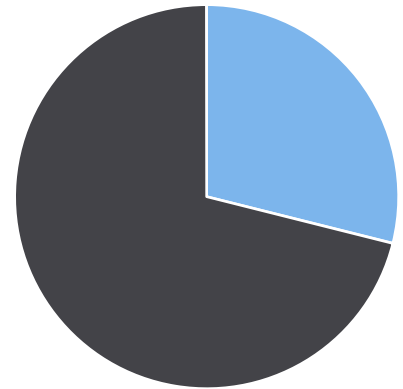
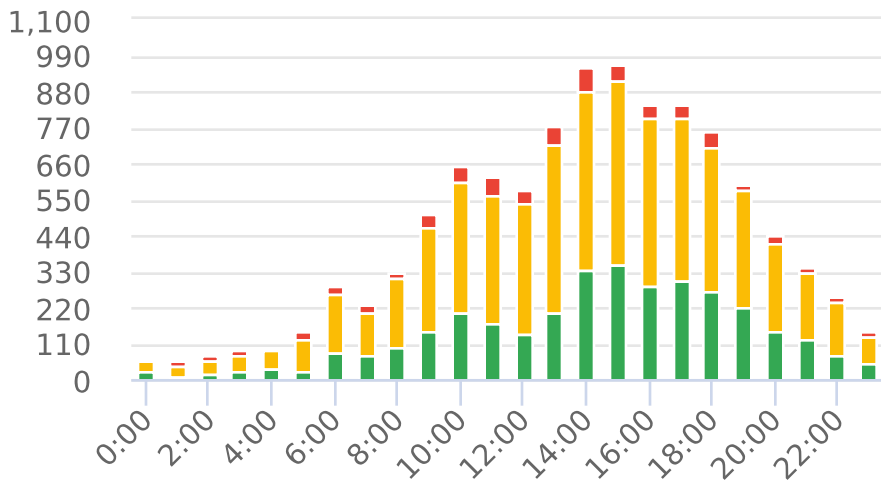
Minimum Speed: 10

Maximum Speed: 63

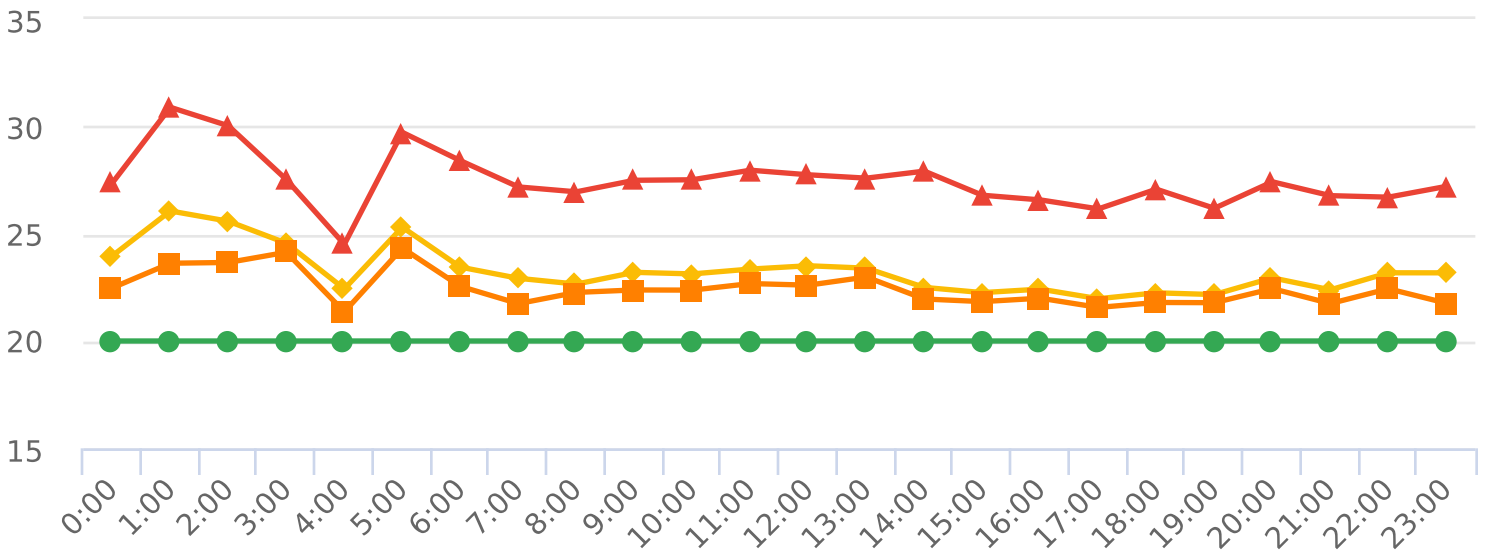
Display Mode: Dependent Messages, Display

Average Volume per Day: 965.4

Total Volume: 10619



● Violators
 ● Inside Threshold
 ● Compliant
 ● Vehicles Slowed
 ● Other



● Speed Limit
 ◆ Average Speed
 ■ 50% Speed
 ▲ 85% Speed



Start: 2023-11-20

End: 2023-11-30

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 8

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Dependent Messages, Display Off	20	63	6	9.5%	6.3	0.6	18	43	24.0	22.5	27.4	19.3%
1:00	Display Off, Dependent Messages	20	53	10	18.9%	5.3	1.0	18	56	26.1	23.6	30.9	20.8%
2:00	Dependent Messages, Display Off	20	76	16	21.1%	7.6	1.6	10	41	25.6	23.7	30.0	15.9%
3:00	Display Off, Dependent Messages	20	90	13	14.4%	9.0	1.3	13	40	24.6	24.1	27.5	25.5%
4:00	Dependent Messages, Display Off	20	89	2	2.2%	8.9	0.2	13	33	22.4	21.4	24.5	23.7%
5:00	Display Off, Dependent Messages	20	146	24	16.4%	14.6	2.4	10	42	25.3	24.3	29.7	21.1%
6:00	Dependent Messages, Display Off	20	288	28	9.7%	28.8	2.8	10	44	23.4	22.5	28.4	25.6%
7:00	Display Off, Dependent Messages	20	225	21	9.3%	25.0	2.3	10	50	22.9	21.7	27.2	21.8%
8:00	Dependent Messages, Display Off	20	330	17	5.2%	36.7	1.9	10	38	22.7	22.3	26.9	30.7%
9:00	Display Off, Dependent Messages	20	503	37	7.4%	55.9	4.1	10	38	23.2	22.4	27.5	31.6%
10:00	Dependent Messages, Display Off	20	648	43	6.6%	72.0	4.8	10	48	23.1	22.4	27.5	30.6%
11:00	Display Off, Dependent Messages	20	619	57	9.2%	68.8	6.3	10	48	23.4	22.7	28.0	27.4%
12:00	Dependent Messages, Display Off	20	575	38	6.6%	63.9	4.2	10	37	23.5	22.6	27.7	18.2%
13:00	Display Off, Dependent Messages	20	777	63	8.1%	86.3	7.0	10	46	23.4	23.0	27.6	28.4%
14:00	Dependent Messages, Display Off	20	953	75	7.9%	105.9	8.3	10	42	22.5	22.0	27.9	38.3%
15:00	Display Off, Dependent Messages	20	959	47	4.9%	106.6	5.2	10	45	22.3	21.8	26.8	36.7%
16:00	Dependent Messages, Display Off	20	841	43	5.1%	84.1	4.3	10	38	22.4	22.0	26.6	29.1%
17:00	Dependent Messages, Display Off	20	841	39	4.6%	84.1	3.9	10	39	22.0	21.6	26.2	25.9%



Start: 2023-11-20

End: 2023-11-30

Times: 0:00:00-23:59:59

Violation Threshold: Speed Limit + 8

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
18:00	Dependent Messages, Display Off	20	759	53	7.0%	75.9	5.3	10	42	22.2	21.8	27.1	27.8%
19:00	Dependent Messages, Display Off	20	597	22	3.7%	59.7	2.2	10	63	22.2	21.8	26.2	27.6%
20:00	Dependent Messages, Display Off	20	444	30	6.8%	44.4	3.0	10	49	22.9	22.4	27.4	28.6%
21:00	Dependent Messages, Display Off	20	346	17	4.9%	34.6	1.7	10	40	22.4	21.7	26.8	28.9%
22:00	Dependent Messages, Display Off	20	254	16	6.3%	25.4	1.6	10	46	23.2	22.4	26.7	27.9%
23:00	Dependent Messages, Display Off	20	143	14	9.8%	14.3	1.4	10	43	23.2	21.8	27.2	21.6%
Total Volumes/ Avg			10619	731	6.9%	1124.0	77.4	10	63	23.3	22.4	27.5	26.4%
Total/Avg w/o Feedback			2866	174	6.1%	305.4	18.4	10	56	23.8	22.8	28.0	19.4%
Total/Avg w/ Feedback			7753	557	7.2%	818.6	59.0	10	63	23.1	22.3	27.2	28.6%

STAFF REPORT

TO: HONORABLE MAYOR, AND CITY COUNCIL
FROM: CITY MANAGER, AJ FOSCOLI
SUBJECT: SEWER USER RATES
DATE: 1/8/2024

BACKGROUND

The City's Sewer Rate Study Consultant, Steve Donovan, in 2020 presented the findings of his study to the council and made recommendations for short and long-term rate adjustments to support the construction of a new wastewater treatment facility. These rate adjustments have to be made on an annual basis. The last increase was made at the beginning of 2023, so this increase is the 4th of five over 5 years.

SUMMARY

In 2017, the City was awarded a Community Development Block Grant from the Department of Housing and Urban Development. The grant is purposed to provide the design, engineering, and environmental study necessary to replace the City's current "slow sand filter" sewer treatment facility with a lagoon style system. The new system will achieve the twin aims of getting effluent off the High School Football field, and position the city to expand the system to the south side of town in order to create economies of scale.

The 2017 CDBG-HUD grant provided funding for a sewer rates study to determine how to fund the construction of the new system. The city was awarded just under \$2 million in additional CDBG-HUD funding. The state of Oregon has funded an additional \$2.5 million of their ARPA infrastructure funding. However, the total cost of construction of the lagoons and acquisition of the necessary property will be \$5.7 million (based on the latest engineering estimate), leaving a gap of at least \$1.2 million.

The funding gap of \$1.2 million is being paid through an infrastructure loan from DEQ, which stipulates that sufficient annual revenues be in line with the debt service. These revenues are secured through the proposed 5-year annual increases.

RELEVANT COUNCIL ACTION

Rates reviewed and changed in March 2023.

STAFF RECOMMENDATION

Adopt the rate increase as presented in the resolution.

PUBLIC HEARING ON RATE INCREASE: ORS 294.160

Mayor: This public Hearing is an opportunity for any member of the public to comment on or make requests regarding the proposed resolution increasing user rates for sewer service.

I will open the public hearing for raising the City service fees at _____pm.

Public Comments;

I will close the Public Hearing for raising City service fees at _____pm.

EXHIBIT

A- Resolution 1-2024

PROPOSED MOTION

I move that the City Council of Falls City adopt Resolution 1-2024, A RESOLUTION ADOPTING NEW MONTHLY SEWER RATES ON JANUARY 8, 2024

RESOLUTION 1-2024

A RESOLUTION ADOPTING NEW MONTHLY SEWER RATES ON January 8, 2024

WHEREAS, the City Council of Falls City realizes the need to establish fair and equitable sewer rates and charges; and

WHEREAS, the City of Falls City has started the construction for the relocation and replacement of the City’s wastewater treatment works at substantial cost to the City and its sewer ratepayers; and

WHEREAS, the City of Falls City was awarded a Community Development Block Grant to fund the design, planning and construction work related to new wastewater treatment works; and

WHEREAS, the City of Falls City was awarded a State DEQ Infrastructure Grant to fund the construction of the new wastewater treatment works; and

WHEREAS, ORS 294.160 requires a public hearing before fees can be increased; and

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

Section 1. The City of Falls City hereby adopts the following sewer rates by categories. The referenced monthly sewer rates will go into effect on January 8, 2023.

Service Category	Flat Monthly Rate
Residential (RS1)	\$67.65
Commercial (CM1)	\$67.65
Apartments (APT) each Unit	\$67.65
Elementary School (ELE)	\$413.55
Falls City High School (FHS)	\$413.55

ADOPTED BY THE FALLS CITY COUNCIL ON THIS 8th DAY OF JANUARY, 2024.

VOTE: AYE____ NAY____ ABSTAIN____ ABSENT____

TJ Bailey, Mayor

Date

ATTEST:

Jeremy Teal, City Recorder

Date

STAFF REPORT

TO: HONORABLE MAYOR, AND CITY COUNCIL
FROM: CITY MANAGER, AJ FOSCOLI
SUBJECT: RESOLUTION 02-2024 RARE APPLICATION
DATE: JANUARY 8, 2024

SUMMARY

An application for placement of a Resource Assistance for Rural Environments Worker. The application deadline is April 2, 2024.

BACKGROUND

The City of Falls City was selected to host a RARE participant in 2019-2020 to enhance the city's capacity in community development and economic sustainability. Since the City still lacks the resources to permanently hire a Community and/or Economic Development Director, our previous work with RDI (Rural Development Initiatives) with their visioning process, as well as the previous assistance of a RARE participant puts us in a position to leverage the great work already done to apply for another RARE participant in 2024-2025.

As stated before, the RARE program is an AmeriCorps funded program administered by the University of Oregon. Their mission is to increase the capacity of rural communities to improve their economic, social, and environmental conditions, through the assistance of trained graduate-level participants who live and work full-time in communities for 11 months.

If we are selected to host another RARE participant, the applicant would be matched to our proposed projects based on interest and expertise. The proposed projects for this RARE application are as follows:

1. Assisting in the implementation of TMDL reporting
 - a. The RARE will assist with all aspects of the TMDL annual reporting that is required by DEQ. Currently this work is being contracted out.
 - b. Coordinate with all relevant departments to ensure that a sustainable protocol is in place to allow the city to maintain its reporting duties as efficiently as possible.
2. Continuation of capacity building and planning in conjunction with community groups.
 - a. The RARE will use existing City Plans in conjunction with the community action plans developed through the visioning process and will liaison with Committees and Community Action Groups to identify projects to benefit economic development in the downtown area.
 - b. The RARE will take an approach that looks at downtown economic development from an integrated perspective including existing local business, potential business expansion, land use and planning, downtown area parks development and integration with the downtown business area.

- c. Coordinate the content-building framework to highlight Falls City's tourism assets including but not limited to the Falls, Black Rock Mountain Biking, Valley of the Giants, Coastal Range Gravel Mountain Biking and more.
3. Recruitment, training, management, process building, and training of existing and new committees.
 - a. The RARE will assist in recruiting and training local citizen groups to assist local initiatives.
 - b. The RARE will assist in training and streamlining new and existing committee processes through direct education, policy and procedure creation, and committee information booklet preparation.

PREVIOUS COUNCIL ACTION

1/31/2019- Approved application and acceptance of the LEOF grant and associated community visioning grant project.

4/11/2019- Approved RARE application for 2019-2020

FINANCIAL IMPLICATIONS

The cost for a RARE worker is a flat \$23,500 for 11 months of full-time work. The typical cost for a worker of RARE caliber and the support that comes with them is approximately \$80,000 per year minimum in Salary, benefits, and employer expenses.

The \$23,500 potentially needed for the RARE can be mitigated in part by grant options currently being explored by the City Manager.

This money required, is currently available in the City's Revolving Loan Fund. This account has a cash balance over \$100k, and an accounts receivable balance of over \$400k. Every other city in Polk County has similarly utilized much larger portions of their funds for community development.

STAFF RECOMMENDATION

Adopt.

EXHIBIT

A-Resolution 02-2024

B-RARE Program Description

PROPOSED MOTION

I move the City Council of the City of Falls City adopt Resolution 02-2024, A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A RARE CANDIDATE.

RESOLUTION 02-2024

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A RARE CANDIDATE

Whereas, The City of Falls City is a rural, economically distressed community in need of community and economic development resources; and

Whereas, The City of Falls City has previously engaged in a community visioning, capacity building, and action planning process with Rural Development Initiatives (RDI) in an effort to combat economic and community distress within the City; and

Whereas, The City of Falls City lacks the Staff resources to take the broad vision and broad action plan developed by RDI and continue them to more specific visions, action plans and implementation; and

Whereas, The City of Falls City is in a unique position with enthusiasm and momentum surrounding the updated RDI visioning and action planning process of 2023; and

Whereas, The Resource Assistance for Rural Environments (RARE) program is specifically purposed and specially qualified to continue the community and economic development momentum and turn it into tangible outcomes.

Now therefore, be it resolved by the City Council of Falls City as follows:

Section 1. The City Council authorizes the City Manager to apply for and accept a RARE candidate to serve the Falls City Community from September 2024, through August 2025.

Section 2. The City Council authorizes the expenditure of up to \$23,500 from the Polk CDC revolving loan fund account to pay for the cost associated with the RARE candidate.

Section 3. This resolution takes effect immediately upon passage.

Approved by the City Council of Falls City this 8th day of January 2024.

Vote:

AYE_____ NAY_____ ABSTAIN_____ ABSENT_____

Attest:

TJ Bailey, Mayor

Jeremy Teal, City Recorder

AGENDA REPORT

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: AJ FOSCOLI, CITY MANAGER
SUBJECT: RESOLUTION 03-2024, FY 23-24 SUPPLEMENTAL BUDGET 1
DATE: JANUARY 8, 2024

SUMMARY

A budget amendment request to adjust budget after the first financial quarter (Q1) of FY 23-24 .

BACKGROUND

Oregon Local 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.

PREVIOUS COUNCIL ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

None.

STAFF RECCOMENDATION

Staff recommends the City Council approve the resolution allowing the adjustment and making appropriations.

ATTACHMENTS

Resolution 03-2024, FY23-24 Supplemental Budget No. 1
Exhibit A, Supplemental Budget No. 1

PROPOSED MOTION

I move that the Falls City Council adopt Resolution 03-2024, FISCAL YEAR 2023-2024
SUPPLEMENTAL BUDGET 1

Falls City 2023-2024 Budget Adjustment 1
Resolution 3-2024

Fund	Account	Original Budget	Increase	Decrease	Revised Budget
4. General Fund: 1.01 Administrative					
Expenditures	Utilities Total	\$ -	\$ 13,000.00	\$ -	\$ 13,000.00
3. General Fund: 1.01 Administrative					
Expenditures	Trvl, Trng, Dues, Statutory	\$ 1,500.00	\$ 3,500.00	\$ -	\$ 5,000.00
17. General Fund: 1.07 Fire					
Revenues	Weyerhauser Grant	\$ -	\$ 10,000.00		\$ 10,000.00
20. 20 WATER FUND					
Revenues	Lot Fee	\$ -	\$ 900.00	\$ -	\$ 900.00
29. 13 SEWER FUND					
Revenues	'23 CDBG P22010 Wastewater Grant	\$ -	\$ 2,500,000.00	\$ -	\$ 2,500,000.00
34. 13 SEWER FUND					
Expenditures	Insurance	\$ 6,000	\$ 1,885.69	\$ -	\$ 7,885.69
36. 13 SEWER FUND					
Expenditures	'23 CDBG P22010 Wastewater Grant	\$ 2,500,000	\$(2,460,943.69)	\$ -	\$ 39,056.31
Total					
		\$ 2,507,500.00			\$ 2,575,842.00

4. A budget amount for Admin. Utilities is needed separate from other departments' Utilities
3. Need to adjust budget amount to \$5,000 (to include annual LOC & COG Membership fees)
17. Need to add budget line amount to \$10,000 (it was not received in previous budget, but has been received in the past)
20. Need to include a budget amount \$900 (for Green Haven RV Park Lot Fee)
29. Need to adjust budget line NAME from '17 to '23 P22010
34. Need to adjust budget amount to \$8,000 as annual rates have
36. Need to adjust budget line NAME from '17 to '23 P22010

Vote:

AYE_____ NAY_____ ABSTAIN_____ ABSENT_____

Attest:

TJ Bailey, Mayor

Jeremy Teal, City Recorder