



City of Falls City

299 Mill St • Falls City, Oregon • 97344
Ph. (503) 787-3631 • www.fallscityoregon.gov

PUBLIC NOTICE: City Council Meeting

Date: Monday, March 08, 2021 **Time:** 6:00 pm
Location: Telephone, Web Application, in writing

How to Attend and/or Participate:

1. **Call-in:**
 - a. 1-253-215-8782
 - b. Meeting ID: 986 5676 6387
 - c. Passcode: 585730
 - d. You will be muted but may "raise your hand" to indicate you wish to comment.
2. **Web Application: Zoom**
3. <https://zoom.us/j/98656766387?pwd=bEVRRjBwbnJlWVdhQXplTDZpVG9Wdz09>
 - a. Meeting ID: 986 5676 6387
 - b. Passcode: 585730
 - c. You will be muted, but may "raise your hand" to indicate you wish to comment.
4. **Write-In:** Using regular mail or email.
 - a. info@fallscityoregon.gov; 299 Mill St. Falls City, OR 97344

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AGENDA

1. CALL TO ORDER & ROLL CALL

Jeremy Gordon, Mayor ___ Dennis Sickles ___ Lori Jean Sickles ___
Jennifer Drill ___ Tony Meier ___ Amy Houghtaling ___ TJ Bailey ___

2. PLEDGE OF ALLEGIANCE

3. MOTION TO ADOPT THE ENTIRE AGENDA

4. GOOD OF THE ORDER

5. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATION, PROCLAMATIONS'

- a. Mike McConnell-Public Works Committee Renewal-----pg. 1-2
- b. Guy Mack-Public Works Committee Renewal-----pg. 3-4

6. COMMUNITY & GOVERNMENT ORGANIZATIONS

- a. Falls City Public Works Report-----pg. 5
- b. Falls City Fire Report -----pg. 6-7
- c. Polk County Sheriff's Report-----pg. 8

7. REPORTS

- a. Mayor
- b. Council
- c. Manager Report-----pg. 9-10

8. CONSENT AGENDA

- a. January 11, 2021 City Council Meeting Minutes -----pg. 11-22
- b. February 08, 2021 City Council Meeting Minutes-----pg. 23-29
- c. February 17, 2021 City Council Emergency Meeting Minutes-----pg. 30-31
- d. Approval of the Bills-----pg. 32-36

9. 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.

- a. Please limit your commentary to three (3) minutes or less.

10. NEW BUSINESS

- a. SR Interim Funding for Wastewater Facility -----pg. 37-38
 - a. Resolution 03-2021-----pg. 39
- b. SR 2021 RARE Application-----pg. 40-41
 - a. Resolution 04-2021-----pg. 42
 - b. University of Oregon RARE Program Description-----pg. 43-44
- c. Appoint Budget Officer for FY 2021-2022-----pg. 45
- d. New Park Host for George Kitchin Park-----pg. 46-50

11. OLD BUSINESS

- a. Dasso Business Plan for License -----pg. 51-54
- b. 2021 Photo Contest -----pg. 55-61

12. ADJOURN



City of Falls City

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

Contact Information

Name: Mike McCONNELL
Street Address: 150 1st St
Mailing Address: P.O. Box 354
City/State/Zip Code: Falls City OR 97344
Home Phone: 503-787-3661
Work Phone:
E Mail Address: Dunedudemike @ Gmail .com

Background

Years of Residence in Falls City: 51
Place of Employment: Luckiamute Auto Body (since 1978)
Occupation: Automotive Repair
Educational Background: AS degree in Body & Paint

Prior Civic Activities:

Falls City Historic Commission

Committees of Interest

Please check all of the following Committees that interest you.

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

*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.

I have been on this committee since 1996

Motivation

Discuss your motivation for serving on this Committee.

Utility interests, Keeping up with what goes on in the background of the town and having a helpful part in the community

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) Mike McDONNELL
Signature 
Date 2-25-21

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



RECEIVED MAR 02 2021

City of Falls City

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

Contact Information

Name: Guy Mack
Street Address: 818 PARRY Rd.
Mailing Address: (same)
City/State/Zip Code: FALLS CITY OR 97344
Home Phone: 503.787.3721
Work Phone: MOBILE 503.910.5662
E-Mail Address: grm2u2@gmail.com

Background

Years of Residence in Falls City: 70
Place of Employment: RETIRED
Occupation:
Educational Background: B.S. ASIAN STUDIES OSU 1971
Prior Civic Activities: PUBLIC WORKS - 20+ years
BUDGET COMMITTEE - 10+ years
HISTORIC LANDMARKS - 15+ years
FALLS CITY THRIVES - 1 year

Committees of Interest

Please check all of the following Committees that interest you:

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

*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.

NOTHING special. INTEREST IN IMPROVING FALLS CITY.

Motivation

Discuss your motivation for serving on this Committee.

CIVIC DUTY. PERSONAL SATISFACTION.

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) GUY R MACK
Signature Guy R Mack
Date FEB. 28 2021

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



**Public Works Report
February of 2021**

Administration

Normal operations

Water Division

Power out from the 12th to the 19th due to storm damage.

Sewer Division

On the 22nd we had to change one of the pumps on Carey court.

Streets Division

Storm on the 12th clean up ongoing.

Parks & Cemeteries Division

Storm debris clean up to start soon.

Non-Sewer Wastewater Division (TMDL)

Normal operations.

Jamie Ward

From: Sharon <pookie122917@aol.com>
Sent: Friday, March 5, 2021 1:04 PM
To: Jamie Ward
Cc: lorilect@aol.com; ryconst55@gmail.com
Subject: Re: FCFD Feb. Volunteer Stats

Hi Jamie,

I sent the call stats to Lori yesterday morning, thinking she was going to be able to send you her report, but I do know that she is very busy working on a new grant for the dept that just came in last week. She always writes a really nice report for the Council with lots of tid bits of news for them. Mine won't be as good as hers, but I realize that you are also crunched for time and working with deadlines as well and need to get your packet done for the meeting next Tuesday. So here is our information.

Call Reports for Falls City Fire and EMS for February, 2021:

The Fire Dept was extremely busy last month with the Ice and Wind storms over Valentines weekend, as you recall. Our call volume always seem to increase with severe weather or lengthy power outages. The ice caused roads, streets and driveways to become very slippery, which created challenges to get to our calls, and also dangerous conditions for our citizens.

The highest demand for emergency assistance hit us from midnight Feb. 12th, through Feb. 15th. 17 of our 29 total monthly calls hit us during that peak time! A record for us in that short time frame, probably since the last severe wind and ice storms.

Fire Dept crews were busy checking on downed power lines, securing those areas for safety, and alerting the power company, as well as cutting and moving downed trees and multiple limbs in order to keep the roads and streets open for emergency access. Among all of that, we had more medic calls and also motor vehicle accidents than normal as well. They worked around the clock, non stop for 2-3 days. And also, continuing on through the week attending to other areas that were hit hard by the storm. Often times we would just be returning from one call to get dispatched to another. (Just like the big cities, only with way less personnel to respond).

The dept is currently working on one large grant as well as a couple smaller grants for the Fire and EMS dept. The good news is they do not require monetary matches! :-) We also continue to push forward with our fire and EMS trainings, with the goal of certifying more of our personnel as State Certified Fire Fighters and Emergency Medical Responders.

Here are the breakkdowns for calls:

February Calls: 29 total calls

Break downs:

EMS Calls 12

Wire or Tree Down 10

MVA 4

Public Assist 1

Fire 3 Total calls. One in the city limits, one as a mutual aid for SW Rural, and one was canceled en route-but we did respond with full crews and apparatuses)

Thank you very much for your dedication and hard work for our community.

Sincerely,

Sharon Volk Greve

Assistant Chief

FCFD

Cell: (503) 871-5140

-----Original Message-----

From: Jamie Ward <jward@fallscityoregon.gov>

To: Sharon <pookie122917@aol.com>

Sent: Fri, Mar 5, 2021 11:57 am

Subject: RE: FCFD Feb. Volunteer Stats

Sharon,

Do you have the FCFD report calls etc.. for the month February?

-Jamie

From: Sharon <pookie122917@aol.com>

Sent: Thursday, March 4, 2021 11:55 AM

To: Jamie Ward <jward@fallscityoregon.gov>

Subject: FCFD Feb. Volunteer Stats

Hi Jamie,

Here are the fire dept volunteer activity stats for Feb. 2021.

I hope you are enjoying a great week so far!

Take care

Sharon Volk Greve

FCFD

A/C

(503) 871-5140

February 2021 Falls City Stats

Falls City Calls for Service							
Assault	1	Harassment	1	Misc Crime		Susp Activity	3
Area Chk		Driving		Miss Person		Susp Person	
Animal	1	Domestic Dist	1	Noise	1	Susp Vehicle	2
Community Event		Found Property		EDP	1	Theft	1
Burglary		FIR		Ordin Vio		Trauma	
Assist Other Agency	3	Fraud		Overdose		traffic assist	
ATL (attempt to locate)		Follow up	3	Natural Gas		Traffic Stops	1
DUI		911 hangup		runaway		Trespass	1
Citizen Contact	2	Illegal Park	1	sex offense	1	Warrant	
Civil Paper Service	14	Gen Disturb		Shots Fired		Welfare Check	
Criminal Misch	1	Alarm		Stolen Veh		Uncon	

Falls City Calls for Service	53	Of the FC Calls for Service	5	involved crimes	
Total Calls for Service (county wide)	1566	FC Cases Cleared by Arrest	1	20.0%	clearance
Falls City % of Total Calls	3.4%	Total Arrests in Falls City	0	0.0%	of total arrests

Total Service Calls (Polk County)	1566				
	114	Crimes Occ		Juvenile Arrests	1 (county wide)
Cases Cleared by arrest	46	40.4%		Juvenile Arrests	0 (Falls City)
Total Arrests (county wide)	40			(only true crimes reported here)	



City of Falls City
299 Mill Street
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City Manager's Report March 8, 2021

Introduction

Since our last meeting, we've had a very eventful month, but as always, staff has risen to the challenge and managed to ensure that vital services to the community have continued uninterrupted. Through multiple water main ruptures, occasional technological issues, and a 109 year worst ice storm, we've maintained our service to excellent standards.

Wastewater Project – I have been continuing to attend the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in previous city manager's reports, we're still working through the logistics of securing a grant award to cover the costs of the Cultural Resource Survey.

As previously stated, the extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon is allowing us more time to cover the cost of the Biological Assessment required by USDA. In order to pay for this administrative requirement, the state's DEQ representative is coordinating with the Army Corps of Engineers in order to identify whether this falls under a programmatic agreement between federal agencies. We will know the outcome of this effort to mitigate upfront costs in the next few weeks. In order to cover all of the additional prerequisite assessments to qualify for USDA funding, we will be looking into a Business Oregon loan/fund package that can then be rolled into the USDA construction funding.

IT Project – The work to ensure that council chambers have the ability to livestream council meetings using laptops, microphones and YouTube is complete and we expect the video-camera/microphone set up to be operational for the April meeting if we are allowed to have in person meetings according to the Governor's restrictions for Polk County.

Doctor's Office Renovation – The promotion of the Luckiamute Clinic building space for occupancy by local businesses, non-profits and public partners has begun. The RFI (Request for Information) from potential tenants has gone live and we've generated some interest already. We are now in the process of making sure the facility has heat and Wi-Fi for future tenants.

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.

Commission & Committee Engagement– The city’s various commissions and committees in 2020 have had their regular function disrupted by social distancing rules, as well as turnover in membership. At present, the committees with the biggest need for participation are:

- Historic Landmark Commission
- Parks & Recreation Committee
- Budget Review Committee

I’d like to encourage councilmembers to help enlist interested citizens to submit applications for membership.

Council Goals 2021-2022 – On Feb. 1, the Falls City council met in a workshop to review the council goals from 2019-2020 to assess their status. The workshop helped to fine-tune the 2020-2021 goals so that they are current and achievable to the best of our ability. Several councilors were able to identify actions that they would help to move forward, either personally, or by helping to recruit community volunteers. A report on the council goal review was scheduled to appear as a staff report in the March council meeting, but due to the ice storm disruption to City Hall services, it has been pushed back to the April meeting.

Sincerely,



AJ Foscoli

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.

City of Falls City
City Council Meeting Minutes
Monday January 11, 2021 6:00 PM
COVID-19 Related Conference Call (425)-436-6370, Code #251514

Council Present: Lori Jean Sickles, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

Staff Present: AJ Foscoli, City Manager; Jamie Ward, City Recorder

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 6:00 p.m. Clerk Ward took roll call. Councilor Jennifer Drill arrived at 6:03 p.m.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda.

A motion was made by Councilor T. Meier and seconded by Councilor L. Sickles to adopt the entire agenda with additions including Council President nomination and fire budget documents. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey.

4. Announcements, Appointments, Appreciation, Proclamations

- a. 2021 Falls City Photo Contest was announced entries must be submitted by Friday February 26, 2021. Winner will be selected at the March 08, 2021 meeting.

b. Swearing-In(s)

City Manager Foscoli swore in the following to their new terms:

- a. Mayor- Jeremy Gordon

Mayor Gordon swore in the following to their new terms:

- b. Councilor-Dennis Sickles
c. Councilor- Amy Houghtaling
d. Councilor- TJ Bailey

c. Council President

- Councilor Tony Meier nominated TJ Bailey.
➤ Councilor Amy Houghtaling nominated Dennis Sickles.

Council votes

Lori Jean Sickles- TJ Bailey

Jennifer Drill- Neither- Believe that neither one will uphold the duties.

Tony Meier- TJ Bailey

Amy Houghtaling- Dennis Sickles

Dennis Sickles- TJ Bailey

TJ Bailey- Dennis Sickles

TJ Bailey was welcomed as Council President.

5. Community Reports

- a. Falls City Public Works
No Comments
- b. Falls City Fire Report
No Comments
- c. Polk County Sheriff's Report
No Comments

6. Reports

- a. Mayor Gordon asked about any questions regarding his Mayors report (see exhibit A). No comments given.
- b. Councilor A. Houghtaling expressed her excitement to be voted into council. Houghtaling reported that she attended League of Oregon Cities online training and said they were a lot better than they were ten (10) years ago.

Councilor T. Bailey thanked Mayor Gordon on his mayor's report focusing on the wastewater treatment plant update.

Bailey stated that the group of students he has been working with on developing a skate park has begun collecting cans and that money will be deposited in the bank account soon.

- c. City Manager Foscoli focused on the first couple items included in his managers' report (see exhibit B).

7. Consent Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor T. Bailey to approve the Consent agenda items, approval of the December 14, 2020 minutes and bills. Motion carried 5-0-1-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, Cliff Lauder, T.J. Bailey. Abstain: Amy Houghtaling,

8. Public Comments & Letter Communications

None

9. New Business

- a. Council accepted OLCC annual renewals for local businesses. Those businesses include Frinks Market, The Breadboard, & The Boondocks.
- b. Five years of adopted Falls City Fire Department Funds budgets were given to council to look at in single document as the city approaches budget season. Mayor Gordon stated a supplemental budget will need to be done when state funds come in from the work done on the Holiday Fire before the end of this fiscal year.
- c. City Manager Foscoli wanted to show council an informal public records request submitted by Councilor Drill (see exhibit C) regarding the wastewater project and to remind council that councilors not only have a duty and responsibility to represent citizens of this this community but to also set an example of how representative government works most

efficiently. Foscoli went on to say the estimated cost of fulfilling the public records request would be in the \$600.00 range if not more.

Councilor Drill stated that she submitted that request as a citizen and not as a city councilor and really wants to make sure the city is being transparent with all the information regarding the wastewater project. Councilor Drill stated that she would like to see a dedicated page on the website that is easily accessible for the public to get the information they are looking for without having to go through all the previous packets or minutes.

Councilor Bailey brought to council attention the Governing Documents page on the website stating most of that information was on the wastewater master plan.

Mayor Gordon stated that the reason the previous manager removed the tab on the website because details of the project are changing a rapid pace. Mayor Gordon also stated that it is not appropriate for a councilor to ask for administrative tasks outside of council. Mayor Gordon thinks a public facing document is a worthy endeavor but it would also have to be look at by our funding partners such as Business Oregon as well as our city attorney.

Councilor Bailey asked if it would be wise to have a work session regarding the wastewater project to help with creating the website tools.

Paul Dasso, East Ave. Falls City Oregon was given the floor to speak and stated to council that he feels that it would be good for council to read Oregon revised statutes. Stating as a public body we have a legal obligation to furnish information upon a written request and that we do not have the right to deny it. We can state that it will take some time to collect the information, but we must produce the requested information. If we do deny something, we need to do so in writing according of the laws in Oregon.

Mayor Gordon stated the request was not denied and that was assessed a dollar amount.

Council Dennis Sickles stated that councilors are elected to do city business and residents can listen in. Participation in discussion is a privilege that is given but council is not required to do so outside of Public Comments.

Councilor Houghtaling wanted to state that the wastewater and the safe route to schools are huge projects that will take large toll on staff. She wanted to remind council about that and to say that if City Manager Foscoli was feeling overwhelmed.

Mayor Gordon wanted to remind council to bookmark Monday February 01, or Tuesday February 2 for a goal setting workshop.

10. Old Business

- a. None

11. Adjourn

No Motion Made

The meeting adjourned at 7:16 pm.

_____ Mayor, Jeremy Gordon

Attested: _____ City Recorder, Jamie Ward



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

OFFICE OF THE MAYOR
JEREMY GORDON

Mayor's Report, January 11, 2021

Welcome

It is with heartfelt hope and optimism that I welcome City staff and members of the City Council to a new year that brings fresh opportunities to move Falls City forward. I am honored to work with all of you for the betterment of our City and to bring into focus our vision and goals toward a collective future that ensures Falls City as a premier place to live, play, and work.

A special note of gratitude goes out to City Councilors TJ Bailey, Dennis Sickles, and Amy Houghtaling for volunteering their time, experience, and passion for the benefit of our unique and historic City. The voters in Falls City have chosen you to represent their interests, to employ your judgement and conscience, and, with the rest of Council and staff, to help lead us toward a brighter future. Thank you for your commitment to service and leadership, and thanks to Councilors Sickles, Drill, and Meier for continuing to serve out your term. I am honored to work with all of you.

The past several months have brought unprecedented challenges to our families, communities, cities, state, and country. A global pandemic, wildfires, economic uncertainty, and personal loss have challenged all of us to some degree. These challenges humble us and drive us to lead. And I urge us to exhibit leadership that is sadly lacking at the federal level. After all, we are here to better our home, Falls City, and to represent our friends and neighbors. We received robust direction from our community during the visioning process and I have no doubt we will fulfill our obligations to the community during our service.

I am grateful for the opportunity to connect with other mayors in Oregon and am especially inspired by leaders such as Jim Trett, Mayor of Detroit, OR, who has helped lead his community through incalculable wildfire devastation. During a recent Oregon Mayors Association online event, Mayor Trett described what it looks and feels like to live in a city that lost 80% of its structures. He described incredible resident-to-resident and regional assistance efforts that are working to rebuild Detroit while the city scrambled to re-route its water intakes to alternate water sources. It was also inspiring to hear how, despite the devastation, residents continued with holiday traditions like the lighting of their annual Christmas tree.

I witnessed the same sort of resiliency and optimism in Falls City this holiday season. Unprecedented donations helped feed over 400 meals during the community Thanksgiving meal and deliver over 170 gifts to kids for Christmas. Both events shattered records from previous years. With stories of resilience like these, and exemplary displays of community spirit during difficult times, I am confident that our staff, City Council, and residents will rise to any challenge.

It is with this spirit of optimism and resiliency that I offer the following...

Meeting Norms, and Shared Professional Development

In recent years, the Falls City government has strived to transition its norms by moving the arena of policy deliberations more exclusively to public meetings rather than through outside ad hoc conversations with fellow councilors and staff. This shift highlights the importance of conducting professional, normative, substantive, and properly paced public meetings for decision making.

While no deliberative body earns perfect marks in all categories, the previous Council strived to improve itself by undergoing several professional development trainings to better understand respective roles, responsibilities and liabilities, and generally, how to conduct itself with the public good in mind while allowing for multiple perspectives to be heard and considered. Toward this spirit of betterment, following are a few suggestions for Council to consider as we head into 2021:

- *Refresh Council Goals with Manager Foscoli and our new City Councilor*
- *Share what we've learned:* I would like to invite Council members to consider proposing shared learning opportunities for the Council to schedule during 2021. It is often the case that one or some of us attends trainings and workshops that may benefit the full group. For example, Councilor Houghtaling recently attended the LOC Elected Essentials Training and is encouraged to share aspects of the training that might be helpful for the full Council and staff to learn or review.

Also, I recently attended the Oregon Mayors Association Annual Conference and learned a great deal about the history of race in Oregon and suggestions for fostering a more equitable and inclusive city. Around issues of diversity and inclusion, I would like to schedule discussions and trainings around race, lgbtq+ issues, rural hardships, and other topics concerning diversity and inclusion in Falls City. I have no doubt we can rise above contentious rhetoric and learn together about how we can make Falls City more welcoming for all.

These topics are not exhaustive. Please feel free to add agenda items for discussion, reflection, or review on any topic of mutual learning. Not all agenda items need to lead to decisions related to city business! We are a diverse group of leaders and can benefit from

one another's knowledge and experience.

- **Review Council Rules:** The City Charter *requires* the council to adopt rules by resolution to govern its meetings. The existing rules have not been reviewed for some time. The purpose of the review would be to come to common understanding of the rules and their spirit, and to make any appropriate amendments. I suggest we consider adding a work session to a regular or special meeting and take an hour or two to review and possibly update the council rules.
 - The following excerpt from Roberts Rules of Order (11th edition) summarizes the overarching goals of public meetings well. The principles underlying parliamentary law ought to establish rules “based on a regard for the rights of the majority, the minority, individual members, absentees, and of all these together.” In short, decisions must be made by a majority, all views must be heard, including minority views in ways that do not monopolize meetings or obstruct decision-making, and there should be clear procedures governing decision-making and collective support and action regarding council decisions.
- **Video Conferenced Meetings and Public Participation during Pandemic:** By a unanimous decision during the October 12, 2020 City Council meeting, the Council authorized staff to utilize CARES Act funds to purchase IT equipment to conduct online public meetings safely and professionally. We should be operational in time for our February regular Council meeting. This technology will surely allow considerably more public access to our meetings during the pandemic than what has been available. The public will be able to watch the meetings (or call in) from their home computers and devices, address the council from the council chambers, and view recorded videos of meetings at a later date. It is critical that we stay safe and keep the public safe while expanding accessibility to public meetings. This technology will continue to be beneficial after the pandemic to those who are unable to participate in person. We should consider starting a YouTube channel to broadcast and archive our meetings for broader public access. A big thanks to City Recorder Ward and Jason Kisler from the City of Independence for their work.
- **Council/staff professional working relationships:** It is incumbent on the City Council to retain quality staff and to ensure their success. I have asked the city manager to let the mayor and/or council president know if any councilors direct staff outside of public meetings or engage in other concerning behavior. Remember, suggestions to staff and the manager should only be made during public meetings so that fellow councilors can weigh in and consider any potential decisions as a group. Individual councilors and mayors have no authority other than that prescribed in the city charter, ordinances, and council rules.

City Committee Engagement/Ad hoc Committees

There has been some confusion among members of this body and committees as to the role of Falls City advisory committees established by ordinance. I commit to doing a better job of suggesting that Council refer certain topics to committees, when appropriate, and please do the

same. If Council is having trouble making a decision, or would like more time to think about an issue, then it might be a good time to ask a particular committee for their recommendation. It would also be helpful to receive updates from Councilmembers who are also committee members during our regular Council meetings. Hearing about concerns from committees will strengthen our connection to the public and improve our deliberative process. I will add this item for discussion at some point in 2021.

Falls City Wastewater Project Milestones:

Some of us have been serving for several years and have been involved at each step along the process to realize Council's long-standing #1 goal: to design and construct a new wastewater system. It is important that we give this issue the time and attention it deserves as the pace of decisions has and is ramping up. Below is a list of wastewater project partners and an overview of the "why" the City is undergoing the project, as well as a chronological list of milestones related to the project for those who are newer to Council, rejoining Council, or would like a quick reference. Please add aspects of this issue to the agenda if you'd like to discuss in more depth. All information was pulled from the City website (Wastewater Facilities Plan – great reading!), including past meeting packets.

Partners:

City of Falls City, Mid-Willamette Valley Council of Governments, WesTech Engineering, Speer-Hoyt Legal, Oregon Dept. of Environmental Quality, Business Oregon IFA, USDA, NOAA, area Tribes, Dept. of Forestry, Polk County, etc.

Why replace the current system?

- The current treatment facilities are aging (35+years old).
- The current facilities are undersized.
- The drain field is used for High School football games and other school activities thereby threatening public health.
- Fair Oaks pump station is aging, failing, and costly to maintain and operate.
- The City must comply with DEQ requirements and prepare for the future.

Recommended Improvements

- Construct new lagoon treatment system (2-cell) east of the City
- Decommission and remove existing treatment plant facilities, excluding drain field unless ordered by DEQ (per IGA with School District)
- Construct new pump station and pipeline to move wastewater to new treatment plant site
- Construct gravity sewer and abandon fair oaks pump station

WASTEWATER CHRONOLOGY/MILESTONES

- ***Mid-1980's:*** Current STEP (Septic Tank Effluent Pump), STEG (System Tank Effluent Gravity), and RGF (Recirculating Gravel Filter) wastewater system constructed in 2 phases

- **November 8, 2012:** City Council voted to focus majority of planning effort toward a two-cell lagoon system primarily to:
 1. Move effluent disposal away from the High School football field,
 2. minimize the financial impact to users by maximizing available grant funds, and,
 3. to ensure efficient expandability for future capacity increases (the current lagoon site purchase options includes 17 acres with room to build additional lagoons in the future).
- **December, 2013:** Adoption of a CDBG-funded Wastewater Facilities Plan which amplified the need to replace the existing system, is required for funding assistance, and was approved by the City and DEQ. The facility plan highlights several instances of saturation episodes on the football field surface, DEQ denial of the City's request for full time stream discharge, identification of the system operating outside DEQ on-site design standards, etc. At the time of the facilities plan, the system was designed to limit capacity at 37,500 gallons per day of flow. During wet weather months, the actual flow had been recorded at almost double the RGF capacity according to on-site rules, largely due to infiltration and inflow (I/I). The Wastewater Facilities Plan can be accessed on the City website and has been discussed with Council and the Public Works Committee at length.
- **May 25, 2018:** Executed agreement signed for CDBG Project Grant Program, City of Falls City Wastewater Improvement Project No. P17004. The initial total of the reward was \$330,000 for engineering work (265k), grant administration (25k), environmental review (20k), rate study (15k), and land use costs (5k). Several amendments to this agreement have been executed as costs, line item dollar amounts, and timelines have changed, as is typical of projects like these. Design work began soon after approval. The City Council approved Westech to conduct the design engineering.
- **March 8, 2019:** Predesign Report approved by DEQ
- **March 11, 2019:** NPDES (National Pollutant Discharge Elimination System) permit amendment submitted to DEQ
- **April 6, 2019:** mayor/city manager public presentation on wastewater project as part of Falls City Visioning Project (requested by attendees/public)
- **June, 2019:** Falls City Wastewater Townhall – panel included the city manager, mayor, Chris Brugato (engineer), Tim McFetridge (DEQ), and Renata Wakeley (project manager/COG). Event was very well attended with significant public input and conversation.
- **April 16, 2020:** NPDES permit renewal/discharge increase approved by DEQ
- **June 22, 2020:** City Council adopted Resolution 16-2020 increasing sewer rates to better build reserves for financing of new sewer system. Steve Donovan presented rate study to the City Council.
- **July 7, 2020:** Falls City wastewater project construction one-stop meeting w/ USDA, DEQ, COG, Business Oregon, etc.
- **July 28, 2020:** One stop/wastewater construction funding options presented to City Council. City Council motioned and voted unanimously to pursue USDA/CDBG funding option for project (approx. \$3.2 million in construction costs plus soft costs totaling \$4.0 million)
- **December 14, 2020:** Final easement and IGA signed by City and FC School District, thus completing all necessary easements for project.

- **Ongoing:** Wetlands delineation, biological survey (NOAA), USDA-required preliminary engineering report, cultural resource survey, etc, etc. etc.

Clearly, the wastewater project is a very complicated and tenuous undertaking, particularly for our staff. Timelines, budgets, staff time, and partnership maintenance and communication are all vital to its success. I cannot express enough my gratitude for the hard work of Renata Wakeley and John Schmidt from the COG, Mac Corthell, Chris Brugato from Westech, Arthur Chaput from Business Oregon, Jamie Ward, AJ Foscoli, the Polk County Commissioners, and others for their dedication to this project, and thus, the future success of Falls City.

Thank you, all, and I look forward to a prosperous 2021!

Sincerely,



Jeremy Gordon



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

City Manager's Report January 11, 2021

Introduction

A new year has started and as with most people, my hope is that this year will be better than the last. Since our last meeting, we've had some successes and a couple of challenges, but the grace and dignity with which both have been handled by staff has given me great confidence in what can be accomplished if we all work together.

Wastewater Project – I have been attending the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in the previous city manager's report, we're working through the logistics of securing a grant award to cover the likely costs of the Cultural Resource Survey.

The extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon will allow us more time to cover the cost of the Biological Assessment required by USDA. As this will result in the need for a biological opinion from the Federal government, we are proceeding with that understanding and do not see an earlier start date for completing this phase prior to summer of 2021.

We have finalized our proposed easement with the FCSD, as well as the Intergovernmental Agreement that are necessary for the continuation of the project's design phase.

Safe Routes to School Award – Falls City signed the contract with ODOT for the Safe Routes to School grant. This will ensure that greatly needed improvements to our sidewalks, intersections and paths between the high school and the elementary schools will be funded. As part match for the Safe Routes to School grant, previous Small City Allotment grants for 2019 and 2020 funds were used, so the impact to the city's budget will be minimal.

IT Project – Work is nearly complete on this effort. As previously stated in an earlier city manager's report, the contractor has been on site and was scheduled to finish the proposed audio/visual upgrades for the Community Center by December 21, but due to scheduling conflicts, that has been postponed until January 12. This will allow for council meetings to be fully virtual from February, as the need persists due to COVID restrictions. The goal remains to sufficiently encumber the project funding on this to be able to gain reimbursement through Federal CARES funds.

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.

Doctor's Office Renovation – Work on this project was completed within budget on Dec. 9. With the assistance of an economic development partner in the region (tentatively scheduled for Jan. 13), we will be putting together a photo gallery showing the before and after for marketing purposes to be ready by the next council meeting. Our hope is to market this property to an anchor tenant in order to support the community's entrepreneurs and home businesses with the remainder of the building.

Commission & Committee Engagement– The city's various commissions and committees in 2020 have had their regular function disrupted by social distancing rules, as well as turnover in membership. Going forward, I'd like to encourage councilmembers to help enlist interested citizens to submit applications for membership. This will help the commissions and committees in fulfilling each of their missions as we are better prepared in 2021 to conduct business safely with our new AV equipment in the community center. At present, the committees with the biggest need for participation are:

- Historic Landmark Commission
- Parks & Recreation Committee
- Budget Review Committee

Council Goals 2021-2022 – As part of my due diligence in researching the city manager's position, I looked over the city council's goals for 2020-2021. Since coming on board, I have been working on all of these goals, making incremental progress on some, and more robust progress on others. I believe that though these goals are both important and transformational for Falls City, it is important to review them at the beginning of each year to ascertain if the priorities are still valid given everything that happens over the course of 12 months. In 2020's case, many things that are usually once-in-a-lifetime events have occurred, so I'd love to schedule a workshop to at least fine-tune the timelines of the 2020-2021 goals so that they are current to the best of our ability. Ideally, we would schedule the workshop before the next city council meeting, so that we could share our work with the community in February. As this is just a "fine-tuning", as opposed to a "reassessing", I'd like to have all of you bring your notes about how you feel each of the goals is progressing, and input on their timelines, especially for those that are more likely to take multiple years to achieve.

Sincerely,



AJ Foscoli

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.

Exhibit C
Attachment A
Received 01/05/2021

REQUEST FOR DISCLOSURE OF PUBLIC RECORDS

PURSUANT TO OREGON REVISED STATUTES:

ORS 192.311 ORS 192.314

12/22/2020

Requester:

Jennifer Drill

136 Cary CT. Falls City, OR 97344

City of Falls City

299 Mill Street

Falls City, OR 97344-0310

Attn. City Manager

I request that Falls City and its employees provide a copy or copies of the following records:

Subject: Falls City Sewer Project

1. All engineering drawings relating to the demolition and modification and restoration of existing city sewer system grounds and equipment.
2. All engineering drawings relating to new sewer system, survey and site preparation.
3. All engineering drawings relating to new sewer system construction and equipment installation.
4. All invoices, contracts, payment receipts and related engineering communications, including but not limited to; quotes, reports, recommendations, equipment lists, maintenance requirements, recommended maintenance schedules, either from engineering firms or associated vendors.

Due to Covid 19 limitations I (we) wish to have these records posted on a Falls City website tab dedicated to the Falls City Sewer project.

Short of public transparency, I (we) wish to arrange an opportunity for personal inspection of the requested records and arrange to receive copies of said records.



SEAN DASSO 
LEANNA DASSO 

 PAUL F. DASSO
42

City of Falls City
City Council Emergency Meeting Minutes
Monday February 08, 2021 6:00 PM
COVID-19 Related Zoom Meeting 1-253-215-8782; Meeting ID: 986 5676 6387; Passcode: 585730

Council Present: Jennifer Drill, Amy Houghtaling, Dennis Sickles, T.J. Bailey

Staff Present: AJ Foscoli, City Manager; Jamie Ward, City Recorder

Community Members Present: Amber Houghtaling, Lynn Bailey, Ryan Jennings, Sharon Volk Greve

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 6:06 p.m. Clerk Ward took roll call. Councilor Lori Jean Sickles arrived at 6:14 p.m. Councilor Tony Meier arrived at 6:16 p.m.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda.

A motion was made by Councilor T. Bailey and seconded by Councilor D. Sickles to adopt the entire agenda with the addition support letter for Highway 51 and 22 interchange in New Business. Motion carried 4-0-0-2. Ayes: Jennifer Drill, Amy Houghtaling, Dennis Sickles, T.J. Bailey.

4. Good of the Order

Mayor Gordon wanted to remind council to that a part of the CARES Act the city bought a camcorder to set up in the community center, staff is hoping to get that set up soon so that we can live stream residents in person. Gordon also emphasized the need to remain muted and use the raise your hand feature to be recognized. Gordon asked councilors to refrain from using the chat feature to hold sidebar conversations and if any councilor needed to be excused for a bit to ask for a recess.

5. Announcements, Appointments, Appreciation, Proclamations

None

6. Community Reports

- a. Falls City Public Works
No Comments
- b. Falls City Fire Report
No Comments
- c. Polk County Sheriff's Report
No Comments

7. Reports

- a. Mayor Gordon reported vaccines are still scarce, and Gordon feels that some of our senior residents are not connected to the online portal to set up vaccination appointments. He would like to get suggestions on how to get that information out there, stating that the newsletter may be a helpful source. Mayor Gordon mentioned that Oregon pharmacies

received an additional 10,000.00 vaccines so that will be extremely helpful to some of those residents.

- b. Councilor J. Drill asked about the abandoned car at the Fay Wilson Park (Lower Park).

Councilor A. Houghtaling stated that she would reach out to Deputy Hutchison and see if he could do something about it.

Councilor Drill asked about forming the emergency committee and what information Mr. Foscoli has found on reforming that committee.

Councilor Drill also heard about a boil water notice she heard about.

City Manager Foscoli stated it was a localized event that effects the residents of 3rd st.

Mayor Gordon asked Councilor A. Houghtaling if she would share the League of Oregon Cities elected officials training, she took before or at the next council meeting, Houghtaling stated she would take some time and look for the ones most pertinent to Falls City and check back in with the Mayor or City Manager on timing.

Councilor T. Bailey informed council that he and his skate park group took in twenty (20) bags of bottles and should see that money in their account soon. He also stated that he has the skate park book ready. It is a work in progress.

Mayor Gordon added that he should connect with City Manager Foscoli because he may have someone at OSU who can help with this project.

- c. City Manager Foscoli focused on the first couple items included in his managers' report (see exhibit A).

8. Consent Agenda

A motion was made by Councilor A. Houghtaling and seconded by Councilor T. Meier to approve the Consent agenda items, approval of the bills. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey.

9. Public Comments & Letter Communications

Lynn Bailey, Falls City

Wanted to say thanks to council for preauthorizing getting the clinic up to date and doing the work needed. She feels that it will be a wonderful community space.

10. New Business

- a. Councilor T. Bailey wanted to address the proposed business license Evergreen Instruction owned by Sean Dasso stating he was concerned from the appearance of the website that it may violate Falls City Municipal code 130.036 Discharge of Weapons; Except at firing ranges approved by the Chief of Police, no person other than a peace officer shall fire or discharge a gun, including spring or air-actuated pellet guns, air guns, or BB guns, or other weapons which propel a projectile by use gunpowder or other explosive, jet, or rocket propulsion. Councilor Bailey was wondering if he it was possible to get more information regarding a business plan from Mr. Dasso.

Councilor A. Houghtaling had the same concerns regarding the fact that guns can not be fired in city limits. Does there need to be a stipulation of the business license or addendum.

Councilor Drill added that unfortunately Mr. Dasso could not be at the meeting tonight but is very aware of the city ordinances and that he will use contracted ranges outside of city limits.

Mayor Gordon stated that conditions can be stated on the business license.

Councilor Houghtaling suggested tableting this business license until the March meeting until we can gather all the information needed.

Councilor Drill asked what type of conditions could be put on the business license?

Councilor Bailey stated that the number one goal is to make sure our residents are protected and that we are doing our due diligence to protect Mr. Dasso's business.

Councilor L. Sickles asked what we were looking for as far as conditions. Will the lawyer look at the application?

Mayor Gordon added it would be recommendations from City Manager and City Attorney regarding certain conditions added to the business license.

A motion was made by Councilor T. Bailey and seconded by Councilor L. Sickles to table the business license for Mr. Dasso for recommendations on conditions from our City Attorney and City Manager.

Motion was amended to add in a time frame.

Council T. Bailey wanted to make it clear that this was not to delay the business owner from stating his business but only to safeguard residents as well as Mr. Dasso.

Councilor J. Drill asked if the City Manager would contact Mr. Dasso to discuss next steps.

City Manager Foscoli agreed that we would.

Councilor D. Sickles would like to see more specific information on what he plans on doing, where he plans on doing it.

A motion was made by Councilor T. Bailey and seconded by Councilor L. Sickles to table the business license for Mr. Dasso for recommendations on conditions from our City Attorney and City Manager until the March 08, 2021 meeting. Motion carried 5-0-1-0. Ayes: Lori Jean Sickles, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey. Abstain: Jennifer Drill.

- b. Sharon Volk Greve with the Falls City Volunteer Fire Department presented to council two proposals for two grants the Fire Department would like to receive permission to apply for. The Oregon Forestry Grant (ODF) and the Federal Emergency Management Administration (FEMA). The ODF Grant will be in the amount of \$4800.000 and has a 50% in kind match. The in-kind match has been met by the Fire Department with documented volunteer hours. So, there is no funding needed to apply for the grant, but

equipment will first need to be paid for with invoices submitted then ODF will reimburse the City. This grant needs to be submitted no later than February 25, 2021 with invoices needed to be submitted by February 15, 2021.

A motion was made by Councilor A. Houghtaling and seconded by Councilor D. Sickles to allow the Falls City Volunteer Fire Department to apply for the Oregon Forestry (ODF) Grant. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey

The Fire Department applied for the FEMA grant last year but was not chosen to be a recipient. This year they cut back on some of the funding and asked for a lower amount in hopes that it makes the Fire Departments application more appealing. The FEMA amount is \$51,243.00 and the required match is 5% totaling \$2,562.15. Those funds can come out of the 2021-2022 budget if the grant is awarded.

- c. RESOLUTION 21-01 A Resolution Authorizing an Application for a Federal Emergency Management Administration (FEMA) Grant.

A motion was made by Councilor T. Bailey and seconded by Councilor L. Sickles to approve RESOLUTION AUTHORIZING AN APPLICATION FOR A FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION (FEMA) GRANT. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey.

- d. Mayor Gordon mentioned that he received a request from Mayor MaArdle with the City of Independence asking for a letter of support from the City Council to seek funding form this legislative session to go towards the Highway 51 & 22 interchange.

Council Drill asked if there was any information on what the letter would say.

Mayor Gordon stated that it would be a very general letter of support form the council as a whole.

A motion was made by Councilor A. Houghtaling and seconded by Councilor D. Sickles to allow Mayor Gordon to write a letter of support on behalf of the Falls City City Council in support to seek money for the highway 51 and 22 interchange. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey

11. Old Business

- a. Luckiamute clinic building is ready to promote to potential tenants and begin the process of sending out Request for Information applications to start recouping the investment incurred by the city in bring this city asset back into use. Falls City Thrives has drafted a RFI from individuals and agencies.

Once applications have been identified they will bring it back to City Council for approval.

Falls City Resident Lynn Bailey suggested it may make the process easier if there was a link to the city business license application and have them submit it with the RFI application.

A motion was made by Councilor T. Bailey and seconded by Councilor D. Sickles to direct the city manager, with the assistance of Falls City Thrive to distribute an RFI to potential tenants of the Luckiamute Clinic Building (also known as "Old Clinic") and to negotiate lease agreements. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey

12. Adjourn

A motion was made by Councilor T. Bailey and seconded by Councilor T. Meier to Adjourn. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, Cliff Lauder, T.J. Bailey

The meeting adjourned at 7:27 p.m.

Attested: _____ Mayor, Jeremy Gordon

City Recorder, Jamie Ward



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

City Manager's Report February 8, 2021

Introduction

Since our last meeting, we've had a few curveballs thrown at us, but staff has risen to the challenge and managed to ensure that vital services to the community have continued uninterrupted. Through a couple of COVID scares, water main ruptures and occasional technological issues, we've maintained our service to excellent standards.

Wastewater Project – I have been attending the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in previous city manager's reports, we're still working through the logistics of securing a grant award to cover the costs of the Cultural Resource Survey.

As previously stated, the extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon is allowing us more time to cover the cost of the Biological Assessment required by USDA. In order to pay for this administrative requirement, the state's DEQ representative is coordinating with the Army Corps of Engineers in order to identify whether this falls under a programmatic agreement between federal agencies. We will know the outcome of this effort to mitigate upfront costs in the next few weeks.

Safe Routes to School Award – Falls City participated in an ODOT webinar as part of the Safe Routes to School grant administration requirement. This webinar gave jurisdictions an overview of the various milestones that need to be met in the individual projects, as well as highlighted the reporting requirements under ODOT grant parameters.

IT Project – The work to ensure that council chambers have the ability to livestream council meetings using laptops, microphones and YouTube is complete. Chromebooks were delivered to city hall and were distributed to councilmembers for the special meeting workshop to review council goals. All laptops have been installed with Zoom apps in order for individual councilors to access the meetings remotely without having to connect to a web browser. As the need persists for council meetings to be fully virtual due to COVID restrictions, we are fully prepared moving forward.

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.

Doctor's Office Renovation – Now that the renovation work has completed, it is time to promote the Luckiamute Clinic building space for occupancy by local businesses, non-profits and public partners. A regional economic development partner in the region is putting together a photo gallery showing the before and after for marketing purposes to be ready by the next council meeting. In the meantime, work on an RFI (Request for Information) from potential tenants is complete (staff report). Our hope is still to market this property to an anchor tenant, while supporting the community's entrepreneurs and home businesses with the remainder of the building and create a "Hub of Community Activity".

Commission & Committee Engagement– The city's various commissions and committees in 2020 have had their regular function disrupted by social distancing rules, as well as turnover in membership. At present, the committees with the biggest need for participation are:

- Historic Landmark Commission
- Parks & Recreation Committee
- Budget Review Committee

I'd like to encourage councilmembers to help enlist interested citizens to submit applications for membership.

Council Goals 2021-2022 – On Feb. 1, the Falls City council met in a workshop to review the council goals from 2019-2020 to assess their status. The workshop helped to fine-tune the 2020-2021 goals so that they are current and achievable to the best of our ability. Several councilors were able to identify actions that they would help to move forward, either personally, or by helping to recruit community volunteers. A report on the council goal review will appear as a staff report in the March council meeting.

Sincerely,



AJ Foscoli

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.

City of Falls City
City Council Emergency Meeting Minutes
Wednesday February 17, 2021 5:00 PM
COVID-19 Related Conference Call (425)-436-6370, Code #251514

Council Present: Lori Jean Sickles, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

Staff Present: AJ Foscoli, City Manager; Jamie Ward, City Recorder

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 5:00 p.m. Clerk Ward took roll call. Councilor Dennis Sickles arrived at 5:04 p.m. Councilor A. Houghtaling was absent.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda.

A motion was made by Councilor T. Meier and seconded by Councilor T. Bailey to adopt the entire agenda with additions including Council President and fire budget documents. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, T.J. Bailey.

4. Emergency Declaration

- a. Oregon Governor Kate Brown declared a state of emergency in nine (9) counties on Saturday February 13, 2021 after severe winter weather blew through Northwest Oregon. Strong winds, freezing rain, ice and snow have led to hundreds of thousands of people without power, road closures and trees. Falls City is one of those 9 Counties and begun seeing the affects of an ice storm Friday February 12, 2021. The Public Works Department worked around the clock to maintain the generators at both water treatment plants, and Carey Court Lift Station, as well as began the process of clearing the path to and from the treatment plants and city right of ways. As the power outages continued through the weekend the generator at the teal creek treatment plant malfunctioned and public works had to contact Dean Bender, Emergency Management Manager for Polk County to borrow a generator till the water pump could be replaced in ours. Monday, February 16, 2021 Mayor Gordon deemed it necessary to issue an emergency declaration with City Recorder, Jamie Ward until one could be approved naming City Manager, AJ Foscoli as Emergency Manager. Falls City had major damage from this weather event on almost every city street in and outside of city limits. The estimated cost for repair and clean up will exceed more than the city can pay and this emergency declaration will help to ensure emergency funds are dispersed correctly. The city will need to higher contract workers to help with that clean up process. This Declaration will last until February 20. 2021.
- b. RESOLUTION 02-2021-Ratifying the Temporary State of Emergency declared by Mayor Gordon within the boundaries of the city and delegating authority to the City Manager.

A motion was made by Councilor T. Bailey and seconded by Councilor D. Sickles to adopt RESOLUTION 02-2021. A RESOLUTION RATIFYING THE TEMPORARY STATE OF EMERGENCY DECLARED BY MAYOR GORDON WITHIN THE BOUNDARIES OF THE CITY

AND DELEGATING AUTHORITY TO THE CITY MANAGER. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, T.J. Bailey.

- a. Mayor Gordon wanted to say Thank you to Chief Bob Young, Jon Creekmore, Jay Epperson, AJ Foscoli, and Jamie Ward for working so hard to get everything working again.

5. Adjourn

No Motion Made

The meeting adjourned at 5:11 pm.

_____ Mayor, Jeremy Gordon

Attested: _____ City Recorder, Jamie Ward

DRAFT

City of Falls City
Paid Bills Report
As of February 8, 2021

Date	Memo	Account	Class	Amount
City of Independence				
02/08/2021	Inv 1232	Accounts Payable		-600.00
02/08/2021	Cromebook /AV Installation	Professional Services	SHARED SERVICES	600.00
Total City of Independence				0.00
Delsman Trucking & Excavation				
02/08/2021	inv 634678	Accounts Payable		-874.21
02/08/2021	Rock Deliv. 1" minus rock/ ...	Professional Services	13 SEWER FUND	874.21
Total Delsman Trucking & Excavation				0.00
Edge Analytical				
02/08/2021	Jan '20 Statement	Accounts Payable		-785.00
02/08/2021	Wastewater sample	Professional Services	SHARED SERVICES	181.00
02/08/2021	Wastewater sample	Professional Services	SHARED SERVICES	42.00
02/08/2021	wastewater 20-42131	Professional Services	SHARED SERVICES	162.00
02/08/2021	Monthly Routine	Professional Services	SHARED SERVICES	33.00
02/08/2021	Wastewater sample	Professional Services	SHARED SERVICES	162.00
02/08/2021	Quaterly DBP	Professional Services	SHARED SERVICES	205.00
Total Edge Analytical				0.00
General Rental Center of Dallas				
02/08/2021	121243	Accounts Payable		-100.00
02/08/2021	Submersible Pump-Fairoa...	Professional Services	13 SEWER FUND	100.00
Total General Rental Center of Dallas				0.00
Great American Financial Services				
02/08/2021	Inv 28589428	Accounts Payable		-189.00
02/08/2021	Copier Lease Payment 02/...	Professional Services	SHARED SERVICES	189.00
Total Great American Financial Services				0.00
Grove, Mueller & Swank, PC				
02/08/2021	Inv. 95213	Accounts Payable		-3,600.00
02/08/2021	19-20Budget/Financial Au...	Professional Services	SHARED SERVICES	3,600.00
Total Grove, Mueller & Swank, PC				0.00
John Deere Financial				
02/08/2021	Inv: 2419330	Accounts Payable		-90.42
02/08/2021	Backhoe services	Equipment Maintenanc...	SHARED SERVICES	90.42
Total John Deere Financial				0.00
King's Pumping Service				
02/08/2021	18563	Accounts Payable		-482.50
02/08/2021	tank pump, 1250 gallons	Professional Services	13 SEWER FUND	482.50
Total King's Pumping Service				0.00

City of Falls City
Paid Bills Report
As of February 8, 2021

Date	Memo	Account	Class	Amount
L & L Equipment				
02/08/2021	Inv 33120	Accounts Payable		-17.58
02/08/2021	White OX Banded single p...	Uniforms and Protectiv...	SHARED SERVICES	17.58
Total L & L Equipment				0.00
Office Craft				
02/08/2021	AR13965	Accounts Payable		-111.92
02/08/2021	B/W & Color Copies	Professional Services	SHARED SERVICES	111.92
Total Office Craft				0.00
Oregon Association of Water Utilities				
02/08/2021	30170	Accounts Payable		-263.80
02/08/2021	Membership Renewal 202...	Professional Services	20 WATER OPERATING ...	263.80
Total Oregon Association of Water Utilities				0.00
OreVac West, Inc.				
02/08/2021	Inv # 6040	Accounts Payable		-1,005.00
02/08/2021	Vac-X Around fairoaks lift ...	Professional Services	13 SEWER FUND	780.00
02/08/2021	Travel time 1.5 hours	Professional Services	13 SEWER FUND	225.00
Total OreVac West, Inc.				0.00
Petro Card				
02/08/2021	C691244,C698173	Accounts Payable		-477.57
02/08/2021	PW Fuel	Equipment O & M	SHARED SERVICES	320.65
02/08/2021	PW Fuel	Equipment O & M	SHARED SERVICES	156.92
Total Petro Card				0.00
Polk IO				
02/08/2021	inv 910530	Accounts Payable		-40.00
02/08/2021	Annual subscription	Travel/Training/Dues/St...	01 GENERAL FUND:01.0...	40.00
Total Polk IO				0.00
Quadient				
02/08/2021	Acct: 7900 0440 8064 7419	Accounts Payable		-646.90
02/08/2021	Postage & Machine 01/21	Operational Expenses	SHARED SERVICES	646.90
Total Quadient				0.00
River-Bend Sand & Gravel				
02/08/2021	3154326, 3149113, 31587...	Accounts Payable		-2,075.62
02/08/2021	24.20 Ton 3/4 crushed qua...	Operational Expenses	11 STREET FUND	923.52
02/08/2021	24.40 Ton 1" crushed & O...	Operational Expenses	11 STREET FUND	222.04
02/08/2021	75.45 Ton 1" Crushed Qua...	Operational Expenses	11 STREET FUND	930.06
Total River-Bend Sand & Gravel				0.00
Spectrum Business				
02/08/2021	0019641012321	Accounts Payable		-89.96
02/08/2021	Fire phone/internet Jan	UTILITIES	SHARED SERVICES	89.96
Total Spectrum Business				0.00

City of Falls City
Paid Bills Report
 As of February 8, 2021

Date	Memo	Account	Class	Amount
Sunstate Equipment Co.				
02/08/2021	INV 8716105-001,8718006...	Accounts Payable		-890.50
02/08/2021	Shoring-Kit rental - Fairoak...	Professional Services	13 SEWER FUND	764.50
02/08/2021	Shoring-Kit tool- Fairoaks ...	Professional Services	13 SEWER FUND	126.00
Total Sunstate Equipment Co.				0.00
TerryByte Computer Repair				
02/08/2021	Inv000921	Accounts Payable		-806.25
02/08/2021	Nov MSP 3 Hours , Remo...	Professional Services	SHARED SERVICES	225.00
02/08/2021	Remote Connection	Professional Services	SHARED SERVICES	25.00
02/08/2021	New HDD for Server	Equipment O & M	SHARED SERVICES	65.00
02/08/2021	Travel time to install ne HD...	Professional Services	SHARED SERVICES	60.00
02/08/2021	Credit Card/Server Proble...	Professional Services	SHARED SERVICES	206.25
02/08/2021	Install new HDD in Serer 3...	Professional Services	SHARED SERVICES	225.00
Total TerryByte Computer Repair				0.00
Valley Electric Company, LLC				
02/08/2021	I-210036	Accounts Payable		-350.97
02/08/2021	Sewer Plant Pump Repair	Facilities O & M	13 SEWER FUND	350.97
Total Valley Electric Company, LLC				0.00
Verizon Wireless				
02/08/2021	Inv 9871939569	Accounts Payable		-60.47
02/08/2021	PW Duty Phone 1/21	Internet/Phone	SHARED SERVICES	60.47
Total Verizon Wireless				0.00
Westech Engineering				
02/08/2021	247592, 247839	Accounts Payable		-5,140.58
02/08/2021	Engineer VIII- 2 Hours	'17 CDBG Wastewater ...	13 SEWER FUND	167.50
02/08/2021	Consultants SWCA Enviro...	New Sewer	13 SEWER FUND	3,157.00
02/08/2021	Engineer VIII- 12.50 Hours...	'17 CDBG Wastewater ...	13 SEWER FUND	1,816.08
Total Westech Engineering				0.00
Williamson & Aebi, LLP				
02/08/2021	Jan/21 Accountant	Accounts Payable		-540.00
02/08/2021	01/21 Accountant	Professional Services	SHARED SERVICES	540.00
Total Williamson & Aebi, LLP				0.00
Xerox Financial Services				
02/08/2021	2454078	Accounts Payable		-25.00
02/08/2021	Xerox Buyot (reimbursable...	Professional Services	SHARED SERVICES	25.00
Total Xerox Financial Services				0.00
TOTAL				0.00

City of Falls City
Transaction List by Vendor
 March 1 - 2, 2021

Type	Date	Num	Memo	Account	Clr	Split	Amount
CenturyLink							
Bill	03/02/2021		Acct 5037874...	Accounts Payable		UTILITIES	-88.03
Bill Pmt -Check	03/02/2021	18050	Acct 5037874...	US Bank Checking		Accounts Paya...	-88.03
City of Dallas							
Bill	03/02/2021		INV03136/ IN...	Accounts Payable		-SPLIT-	-575.00
Bill Pmt -Check	03/02/2021	18051	INV03136/ IN...	US Bank Checking		Accounts Paya...	-575.00
City of Salem							
Bill	03/02/2021		Inv 2304788	Accounts Payable		Professional Se...	-1,896.26
Bill Pmt -Check	03/02/2021	18052	Inv 2304788	US Bank Checking		Accounts Paya...	-1,896.26
Consumers Power Inc							
Bill	03/02/2021		Account # 115...	Accounts Payable		Power	-304.67
Bill Pmt -Check	03/02/2021	18053	Account # 115...	US Bank Checking		Accounts Paya...	-304.67
Craven-Woods Insurance							
Bill	03/02/2021		Inv 1362	Accounts Payable		Insurance Expe...	-105.00
Bill Pmt -Check	03/02/2021	18054	Inv 1362	US Bank Checking		Accounts Paya...	-105.00
Dallas Auto Parts							
Bill	03/02/2021		Acct 3020; De...	Accounts Payable		-SPLIT-	-152.73
Bill Pmt -Check	03/02/2021	18055	Acct 3020; De...	US Bank Checking		Accounts Paya...	-152.73
Ferguson Waterworks							
Bill	03/02/2021		Inv. 0955593	Accounts Payable		Equipment O &...	-1,805.62
Bill Pmt -Check	03/02/2021	18056	Inv. 0955593	US Bank Checking		Accounts Paya...	-1,805.62
Frink's General Store							
Bill	03/02/2021		Invoice No.01...	Accounts Payable		Facilities O & M	-291.24
Bill Pmt -Check	03/02/2021	18057	Invoice No.01...	US Bank Checking		Accounts Paya...	-291.24
Great American Financial Services							
Bill	03/02/2021		Inv28779150	Accounts Payable		-SPLIT-	-189.00
Bill Pmt -Check	03/02/2021	18058	Inv28779150	US Bank Checking		Accounts Paya...	-189.00
John Deere Financial							
Bill	03/02/2021		Act # 41110-7...	Accounts Payable		Equipment Mai...	-527.65
Bill Pmt -Check	03/02/2021	18059	Act # 41110-7...	US Bank Checking		Accounts Paya...	-527.65
KAMIND IT, Inc.							
Bill	03/02/2021		0321-0019	Accounts Payable		Operational Ex...	-172.00
Bill Pmt -Check	03/02/2021	18060	0321-0019	US Bank Checking		Accounts Paya...	-172.00
Lori Albert							
Bill	03/02/2021		ODF Grant Pu...	Accounts Payable		Books & Period...	-106.61
Bill Pmt -Check	03/02/2021	18061	ODF Grant Pu...	US Bank Checking		Accounts Paya...	-106.61
Mid Willamette Valley COG							
Bill	03/02/2021		Inv #2021309	Accounts Payable		Professional Se...	-804.75
Bill Pmt -Check	03/02/2021	18062	Inv #2021309	US Bank Checking		Accounts Paya...	-804.75
MNOP							
Bill	03/02/2021		CL84810/A40...	Accounts Payable		-SPLIT-	-1,020.67
Bill Pmt -Check	03/02/2021	18063	CL84810/A40...	US Bank Checking		Accounts Paya...	-1,020.67
Net Assets Corporation							
Bill	03/02/2021		66-202102	Accounts Payable		-SPLIT-	-13.00
Bill Pmt -Check	03/02/2021	18064	66-202102	US Bank Checking		Accounts Paya...	-13.00
Ole Bergman Excavating, Inc							
Bill	03/02/2021		inv#724425	Accounts Payable		Contractual Ser...	-375.00
Bill Pmt -Check	03/02/2021	18065	inv#724425	US Bank Checking		Accounts Paya...	-375.00
One Call Concepts, Inc							
Bill	03/02/2021		Acct #09-0001...	Accounts Payable		Professional Se...	-7.20
Bill Pmt -Check	03/02/2021	18066	Acct #09-0001...	US Bank Checking		Accounts Paya...	-7.20
Pacific Power							
Bill	03/02/2021		multiple accou...	Accounts Payable		-SPLIT-	-2,506.80
Bill Pmt -Check	03/02/2021	18067	multiple accou...	US Bank Checking		Accounts Paya...	-2,506.80
Petro Card							
Bill	03/02/2021		C704701	Accounts Payable		-SPLIT-	-595.51
Bill Pmt -Check	03/02/2021	18068	C704701	US Bank Checking		Accounts Paya...	-595.51
Quadient							
Bill	03/02/2021		Acct: 7900 04...	Accounts Payable		Operational Ex...	-654.80
Bill Pmt -Check	03/02/2021	18069	Acct: 7900 04...	US Bank Checking		Accounts Paya...	-654.80
River-Bend Sand & Gravel							
Bill	03/02/2021		3163079	Accounts Payable		-SPLIT-	-87.60
Bill Pmt -Check	03/02/2021	18070	3163079	US Bank Checking		Accounts Paya...	-87.60
Spectrum Business							
Bill	03/02/2021		0019088021021	Accounts Payable		UTILITIES	-184.95
Bill Pmt -Check	03/02/2021	18071	0019088021021	US Bank Checking		Accounts Paya...	-184.95

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City of Falls City
Transaction List by Vendor
 March 1 - 2, 2021

Type	Date	Num	Memo	Account	Clr	Split	Amount
US Bank Visa							
Bill	03/02/2021		Account: 4798...	Accounts Payable		-SPLIT-	-712.70
Bill Pmt -Check	03/02/2021	18072	Account: 4798...	US Bank Checking		Accounts Paya...	-712.70
Valley Electric Company, LLC							
Bill	03/02/2021		Feb '21 State...	Accounts Payable		-SPLIT-	-1,711.92
Bill Pmt -Check	03/02/2021	18073	Feb '21 State...	US Bank Checking		Accounts Paya...	-1,711.92
Van Well Building Supply							
Bill	03/02/2021		Jan '21 State...	Accounts Payable		-SPLIT-	-152.64
Bill Pmt -Check	03/02/2021	18074	Jan '21 State...	US Bank Checking		Accounts Paya...	-152.64
Xerox Capital							
Bill	03/02/2021		2498041	Accounts Payable		-SPLIT-	-217.85
Bill Pmt -Check	03/02/2021	18075	2498041	US Bank Checking		Accounts Paya...	-217.85

STAFF REPORT

TO: HONORABLE MAYOR, AND CITY COUNCIL
FROM: CITY MANAGER, AJ FOSCOLI
SUBJECT: INTERIM FUNDING FOR WASTEWATER FACILITY
DATE: 3/8/2021

SUMMARY

Council Approval of Interim Funding from Business Oregon as part of the USDA Rural Development's funding of the City's new wastewater facility.

BACKGROUND

The City was awarded HUD funds in the form of a Consumer Development Block Grant (CDBG) for approximately \$330,000 to complete the design, engineer, and environmental on a new wastewater treatment facility.

The new facility is projected to cost an additional \$4.1 million (on top of the \$330,000 mentioned), and the remaining HUD/CDBG funds available to the city total approximately \$2.17 million. This leaves a gap of approximately \$1.9 million that the city must account for in order to build the new facility.

In June the City Manager, Mayor, the City's contract engineer, and contract environmental specialist attended a "one stop" meeting to discuss and lay out the available funding packages.

At the July special meeting, the funding scenarios were presented to the City Council who then directed staff to draft this resolution naming the USDA Rural Development program as the preferred funding source.

Since that time, the interim City Manager and the new City Manager have continued to work through the complex federal bureaucratic funding process laid out by USDA. As was expected, several biological, environmental, and cultural assessments have been triggered that come with a cost that needs to be pre-paid in order to access the overall USDA funding package ("pay to play"). These costs will eventually be absorbed by the USDA funding package at the construction stage but need to be accounted for and paid at this interim stage.

FINANCIAL IMPLICATIONS

This resolution 20-20 would give the City Manager the authority to apply for and accept Business Oregon's Water/Wastewater Financing Program, with \$20,000 of that coming by way of grant funds and \$50,000 coming by way of a 7-year term, 1.06% fixed rate loan.

STAFF RECCOMENDATION

Adopt.

EXHIBIT

A- Resolution 03-2021

PROPOSED MOTIONS

I move that the City Council of Falls City adopt Resolution 03-2021, A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR, RECEIVE AND ADMINISTER BUSINESS OREGON LOAN AND GRANT PACKAGE TO FUND REQUIRED ASSESSMENTS FOR USDA RURAL DEVELOPMENT'S FUNDING PACKAGE FOR THE CONSTRUCTION OF A NEW CITY WASTEWATER FACILITY.

RESOLUTION 03-2021

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR, RECEIVE AND ADMINISTER BUSINESS OREGON LOAN AND GRANT PACKAGE TO FUND REQUIRED ASSESSMENTS FOR USDA RURAL DEVELOPMENT'S FUNDING PACKAGE FOR THE CONSTRUCTION OF A NEW CITY WASTEWATER FACILITY.

Whereas:

1. The City's new wastewater facility is estimated at \$4.1 million to construct; and
2. The City is only eligible for approximately \$2.17 million in CDBG/HUD grant funding; and
3. USDA Rural Development has a grant and loan program that could cover the approximately \$2 million gap in funding; and
4. The City Council reviewed the various funding options and determined USDA Rural Development to be the most advantageous to the City; and
5. The City applied for and received access to USDA Rural Development funding that triggered several prerequisite assessments that need to be prepaid before the disbursement of the \$2 million gap in funding; and
6. In order to apply for and accept the Business Oregon loan/grant, the City Council must approve city staff applying, by resolution.

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

Section 1. The City Manager is authorized to apply for, take award, and administer all portions of a Business Oregon loan/grant purposed to fund the prerequisite assessments for USDA's gap in construction funding for the city's new wastewater facility.

- a. The City Manager shall have signature authority for all portions of the grant application, award, and expenditure.

Section 2. Effective Date.

1. This resolution becomes effective upon passage.

ADOPTED BY THE FALLS CITY COUNCIL ON THIS 8th DAY OF MARCH 2021.

VOTE: AYE____ NAY____ ABSTAIN____ ABSENT____

Signed:

Jeremy Gordon, Mayor

Date

Attest:

Jamie Ward, City Recorder

Date

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STAFF REPORT

TO: HONORABLE MAYOR, AND CITY COUNCIL
FROM: CITY MANAGER, AJ FOSCOLI
SUBJECT: RESOLUTION 04-2021 RARE APPLICATION
DATE: MARCH 8, 2021

SUMMARY

An application for placement of a Resource Assistance for Rural Environments Worker. The application deadline is April 2, 2021.

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 2021-2022.

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. Enhancing City Communication Capacity
 - a. The RARE will assist with building the City's communication capacity through assessment and optimization of the City's website layout, and information stores, assessment, and optimization of the City's social media platforms, and create procedures and policies that enhance the City's ability to reach the community, and to be reached by community members.
 - b. 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.
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. The RARE will implement projects identified using existing and newly developed plans and liaison with community groups. The RARE will assist in researching funding options and manage funded projects through completion.
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 04-2021

B-RARE Program Description

PROPOSED MOTION

I move the City Council of the City of Falls City adopt Resolution 04-2021, A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A RARE CANDIDATE.

RESOLUTION 04-2021

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 is currently 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 RDI visioning and action planning process; 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 2021, through August 2022.

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 March 2021.

Vote:

AYE_____ NAY_____ ABSTAIN_____ ABSENT_____

Attest:

Jeremy Gordon, Mayor

Jamie Ward, City Recorder



Resource Assistance for Rural Environments

RARE AmeriCorps Program

2019-2020 Community Application

Instructions

Please fill out the following RARE AmeriCorps 2019-2020 Community Application Form and click "Submit" when you are ready to submit your completed application.

Remember that you **won't** be able to save the answers on the Qualtrics application and return at a later date. Please don't fill out the application until you have all your materials prepared and ready to submit!

Completed applications must be submitted by 5pm on Friday, April 12, 2019. Don't forget to submit your essay questions and professional via email to rare@uoregon.edu shortly before or after you submit this application form. Your application will not be considered complete until we have received all your materials.

If you encounter issues or need assistance, please send us an email at rare@uoregon.edu or call 541-346-2879.

Program Disclaimers

This program is available to all without regard to race, color, national origin, disability, age, sex, political affiliation or in most instances, religion. You must be a United States citizen, United States national or lawful permanent resident to be eligible to serve in this program.

Qualified individuals with disabilities and those from diverse backgrounds are strongly encouraged to apply. We provide reasonable accommodation for qualified individuals and conduct all activities in fully accessible settings.

RARE is an AmeriCorps Program and upon successful completion of the program, eligible members may receive a Segal AmeriCorps Education Award.

Alternative formats of this application are available by contacting the program at rare@uoregon.edu or call 541-346-2879.

Begin!

When you have all your materials compiled, please access the application at

https://oregon.qualtrics.com/jfe/form/SV_6QBScttnoBkY4D3

RARE - Resource Assistance for Rural Environments
1209 University of Oregon | Eugene, Oregon 97403 | T: 541.346.3889 | F: 541.346.2040 <https://rare.uoregon.edu/>

An equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act

Member Projects

RARE participants are assigned to work on specific projects during their service in a community. Please describe the projects the member will work on, their role, and their approximate time commitment to the project (in percentages).

Partners/Support

Please share with us the names, e-mail addresses and phone numbers of three of your local or regional partners on the projects listed above. As part of the application review process, we will be contacting them to get their insights on the projects (do not list you or your organization or statewide organizations).

Professional Development for the Participant

A goal of the RARE AmeriCorps Program is to provide graduate-level participants with professional development while they help rural communities. Please describe three growth opportunities for the participant.

Potential Funding Source

Please indicate your potential funding sources, whether or not you have already applied and the date you will receive confirmation of funds.

Fiscal Agent

What organization will be the fiscal agent for the contract with the University of Oregon if you are part of the RARE Program?

RARE Program Goals

RARE has three programmatic goals: capacity building, assisting community-based groups and volunteer mobilization. The RARE Program will consider these goals in reviewing your application. Please describe how a RARE participant would address each of these goal areas.

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STAFF REPORT

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: AJ FOSCOLI, CITY MANAGER
SUBJECT: APPOINT BUDGET OFFICER FOR FY 2021-2022
DATE: 3/5/2021

SUMMARY

State law requires the appointment of a Budget Officer to prepare or supervise the preparation of the budget document.

BACKGROUND

ORS 294.331 provides as follows:

The governing body of each municipal corporation shall, unless otherwise provided by county or city charter, designate one person to serve as budget officer. The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation, or where no executive officer exists, under the direction of the governing body.

Additionally, Falls City Municipal Ordinance 31.01(D)(4) states:

The Duties of the City Manager shall be as follows...

...To prepare the annual budget for consideration by the Council and Budget Committee...

PREVIOUS COUNCIL ACTION

Council has traditionally appointed the City Manager as Budget Officer.

ALTERNATIVES/FINANCIAL IMPLICATIONS

None.

STAFF RECCOMENDATION

Appoint City Manager AJ Foscoli as Budget Officer for FY 2021-2022.

EXHIBIT

None.

PROPOSED MOTION

I move the City Council of the City of Falls City appoint City Manager, AJ Foscoli, as Budget Officer for FY 2021-2022.

AGENDA REPORT

TO: CITY COUNCIL
FROM: CITY MANAGER FOSCOLI
SUBJECT: NEW PARK HOST FOR GEORGE KITCHIN PARK (FOR INFORMATION ONLY)
DATE: MARCH 8, 2021

BACKGROUND

In November 2017 City Council approved Resolution 25-2017, a Resolution establishing a volunteer service agreement and insurance waiver for a park host at the George Kitchin.

Arthur Wayne Scott signed that volunteer service agreement on February 22, 2018 and did a great job until the fall of 2020. As reported at the November Council meeting, Mr. Scott could no longer serve as park host due to health reasons, so George Kitchin Park was closed and had its gates locked. Since during the difficult times of COVID and social distancing, solitary walks by individuals or families have become even more important, the closing had a very negative impact on the community. We hoped that Mr. Scott's health would improve so that he could resume his duties, but alas that has not been the case.

In the subsequent months, we have been hoping that someone would show interest in taking up the position of park host, and we've been lucky that such an individual has come forward.

SUMMARY

Now that Travis Erwin, a local business owner has stepped forward to take on the role of park host, we look forward to re-opening the park for residents and tourists alike. As part of the Park Host Agreement, Mr. Erwin will undergo a background check and upon satisfactory completion, he will begin his duties on behalf of the city.

STAFF RECOMMENDATION

N/A

PROPOSED MOTION

N/A

Attachment A: Volunteer Service Agreement

Attachment B: Park Host Agreement

RECEIVED MAR 01 2021

EXHIBIT A TO VOLUNTEER SERVICE AGREEMENT FOR PARK HOST

The undersigned agree to the terms and duties listed below detailing the expectations of the City of Falls City from the volunteer Park Host. If the listed duties are not performed to the City of Falls City's standards the Volunteer Service agreement can be terminated.

- The Park Host will reside in the designated spot on the grounds of the George Kitchin Park.
- Not more than Two (2) adult persons will be allowed to reside in the Park Hosts trailer/motorhome on an ongoing basis.
- The Park Host will supply his/her own recreational vehicle for his or her exclusive occupancy, to be placed in a recreational vehicle parking space designated by the City.
- The RV space assigned to the Park Host will not be used for any commercial purpose, including but not limited to garage sales or posting an automobile for sale without prior written permission from the City Manager.
- The Park Host will be solely responsible to obtain and maintain renter's insurance and/or liability insurance for the Park Host's personal recreational vehicle, automobile(s), and personal property. The City will not be responsible for any loss or damage that occurs to the Park Host's personal recreational vehicle or other personal property while it is located on City property.
- The Park Host is expected to be familiar with City policies and procedures.
- The Park Host will be required to close the Park Gates from Dusk to Dawn, unless there is an approved reservation changing Park usage times for an event.
- The Park Host will notify the City Manager of any absences that will affect the host duties.
- Essential functions of the Park Host include bending, twisting, the ability to lift up to 22 pounds (10 kg.) and other similarly light duties.
- The duties of the Park Host shall include some janitorial duties such as cleaning and stocking of toilet paper in the public restrooms and emptying trash receptacles in the City Parks.
- The Park Host will comply with all applicable local, state and federal laws and regulations, applicable to this Agreement.
- The Park Host plays a key role in customer service for the City. Expectations are that the Park Host will be friendly, considerate, and responsive to the needs of the City's guests, and customers. Professional conduct and a presentable appearance are required of the Park Host at all times.
- The Park Host is responsible for the behavior of the Park Host's invitees and guests while they are on City property. The Park Host is responsible for ensuring that the Park Host's invitees and guests do not disrupt City activities or City guests, or violate City policies.
- The Park Host is not law enforcement and should not confront situations that could turn violent or that pose a danger. The volunteer should instead contact law enforcement and retreat to a safe location.
- The Park Host is required to track time spent on duties for worker compensation insurance purposes.

If the Park Host does not abide by the terms of the agreement or Exhibit A it will result in the cancellation of the agreement and immediate removal of all personal property and the return of any equipment or keys that is furnished to the host.

Signature(s) of Park Host(s) accepting and agreeing to all listed duties.



Dated 2-26-2021

**Attachment B FALLS CITY PARKS AND RECREATION DEPARTMENT
Volunteer Service Agreement and Insurance Waiver for Park Host**

As a volunteer volunteering for the City of Falls City, you need to understand the scope of your hosting duties and the extent that you are covered by the City of Falls City's insurance for liability and personal injury.

Recitals

- A. The City owns and operates a George Kitchin Park. The Park provides temporary accommodation for travelers.
- B. In order to maintain existing facilities and provide service to Park users, the City elects to have a volunteer "Park Host" reside at the Park.
- C. The Park Host position is a volunteer position. The Park Host will operate under the direction of the City Manager and interact on a daily basis with various City staff.

Section

- 1) Host duties will be set by the City with input from the volunteer and will be made attachment A of this document.
- 2) The parties acknowledge and agree that the Park Host is not an employee of the City. The parties further acknowledge and agree that the Park Host is exempt from minimum wage and hour requirements pursuant to ORS 653.020 as a volunteer campground host, as well as pursuant to applicable provisions of the FLSA.
 - The Park Host declares that he or she is motivated by civic, charitable and humanitarian reasons and has no expectations of any monetary compensation.
 - The Park Host acknowledges and agrees that he or she is solely responsible for any taxes associated with compensation provided pursuant to this Agreement. The City will not pay any taxes or withhold for tax purposes any portion of any compensation provided to the Park Host pursuant to this Agreement.
 - The parties acknowledge and agree that this Agreement does not create an employment relationship between the Park Host and the City, its officials, employees, agents, or contractors.
 - The City will provide worker's compensation insurance for the Park Host during the term of this Agreement. The Park Host is not entitled

to any other benefits, including but not limited to retirement and health insurance benefits, except as provided in this Agreement.

- 3) Due to the nature of your hosting assignment you are required to pass a criminal background check and a driver's record check may also be required depending on agreed on tasks.
- 4) You will be protected from civil liability for injuries or damage to the person or property of others, subject to the following conditions:
 - You are performing work on your assigned duties.
 - You perform your assigned tasks in good faith, and do not act in a manner that is reckless or with the intent to unlawfully inflict harm to others.

The conditions and limits of this protection are as stated in the Oregon Tort Claims Act, ORS 30.260-300.

- 5) If you use your personal vehicle in the course of your tasks, you are required to have automobile liability insurance to provide for coverage of accidents involving the vehicle.
- 6) Limited Workers Compensation Insurance is provided by the City under the City's volunteer coverage. Coverage can only be provided to authorized volunteers that have signed the volunteer agreement form provided by the City and only covers injuries incurred while performing authorized tasks.
- 7) Anytime you are involved in an accident or exposed to a potential liability situation while performing assigned host tasks, you must inform the City as soon as possible.
- 8) Volunteer agrees to:
 - Be a visible representative of the City at the Park.
 - Review Park rules.
 - Report Emergency situations to the City Manager or Law Enforcement or Emergency Personal as situation requires.
 - Provide proof of vaccinations for approved accompanying pets.
 - Understand and demonstrate safety practices to City prior to performing any volunteer task or assignment.
- 9) City of Falls City agrees to furnish Electricity, Water, and Sewer to host site for no cost during months of May through October. If Host to stay at site during Winter, City and Host agree to negotiate any increase in Electricity associated with heating.
- 10) Either party may terminate this Agreement for any reason upon 15 days written notice to the other party. Either party may terminate this

Agreement for violation of any of the terms or conditions of this Agreement effective upon delivery of written notice to the other party.

- 11) In the event of any termination, Park Host shall remove all personal property from City property within 10 days of receipt of notice of termination if termination is initiated by the City and within 20 days of the date of termination, if termination is initiated by the Park Host.

Park Host Information:

Name TRAVIS B. Erwin , Telephone # 503-787-4118

Mailing Address 420 N. Main St. Falls City OR 97344

2nd Person if applicable:

Name ^{Erwin} Sarah Dineaster , Telephone # 503-787-4118

Mailing Address 420 N. Main St. Falls City OR 97344

Parties agree to Park Host agreement and duties listed under attachment A by the below signatures.

City of Falls City, Manager

Date

Travis B. Erwin
Park Host(s) Sarah E. Dineaster
02-26-2021

Date

2/26/21

Proper Greetings,

To clarify my position and intentions - I, Sean Dasso, was applying for a business license because I live within the city and want to support it. I have no intentions of conducting any form of shooting on my premises, which was why I did not include any verbiage about range operations in my application. I was under the impression that the city ordinances were known by the city already and that it was assumed I would abide by them.

As per "Falls City Code of Ordinances"

§ 130.036 DISCHARGE OF WEAPONS.

Except at firing ranges approved by the Chief of Police, no person other than a peace officer shall fire or discharge a gun, including spring or air-actuated pellet guns, air guns, or BB guns, or other weapons which propel a projectile by use gunpowder or other explosive, jet, or rocket propulsion.

(Ord. 366, passed 3-3-1975) Penalty, see § 130.999

Evergreen Instruction LLC, has no intentions or desires to, break any laws, ordinances or codes set forth by the city or state of Oregon in regards to firearms.

Evergreen Instruction is an education firm that conducts training and consulting on a myriad of topics, not just those related to firearms. The intention of this license is to conduct classroom style education, training and consulting while abiding within the laws of our city.

NO range operations are intended.

I will be available to the city, for any further clarification required.

Thank you for your time,



Sean Dasso

>PLZ see attached

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Evergreen Instruction's Mission

1. Create Change Makers
2. Cultivate a Warrior Spirit
3. Increase Awareness - thru Firearms

Life is full of challenges - all kinds of them. Small issues that feel big or Goliath sized ones that you need friends for. Sometimes just getting out of bed is a problem. The world is full of situations that require us as people, to make decisions and create change. I think the real problem is that we don't see our role in this life as change makers and haven't spent anytime growing our strength and skills, so that when challenges come, we are able to overcome them. Not just for ourselves, but the people in those challenges with us.

When I was 21 years old, I didn't have life figured out. I was working jobs I didn't like, I wasn't a strong worker, I was lazy, making choices I didn't like but didn't know how to change the situation I was in. To be transparent, I wasn't going anywhere with my life. I felt sluggish and lackadaisical with my existence. I was floundering and felt horrible.

I wanted.....nope....I knew...that unless something changed, I was going to be a worthless person. SO, I joined the Marines to do the hardest job I thought they had. RECON. Behind enemy lines, surveillance and fighting operations. Over the next 8 years, I went through the most extreme life imaginable. I cannot begin to describe the challenges I faced during that time here, just know that it seared me like a hot iron and I can never go back to who I used to be...The old man in me died. Just like I wanted.

After I left active service, I noticed that I was different. The way I think, the way I act, stand, talk - it is all different now. I spent YEARS, becoming a warrior and now I see life as one and approach challenges that way. I am an overcomer now. I see my life as already being won; I just haven't arrived at the end yet. I noticed that civilians don't train to put a warrior spirit into themselves or their children. As well, society is trying to rob strength from us at every turn. This is horrible and needs to stop.

My mission is to create change. Change our mindsets, our actions and our desires to better reflect the providers and protectors that we naturally are inside. The primary means I am using to do that is with firearms. They are dangerous and have consequences if they are used inappropriately. They require me to use my mind and body to handle them correctly and breed care and concern for my life and the lives of others around me. Can't we see how that correlates out to other areas of my existence? If I miss handle the medical files at my work, I can bring pain to myself and others. If I am in a heated conversation with a friend, chose the wrong words to use, I can cause irreparable damage and maybe lose that friend.

As we see, Firearms, is just a mechanism I am using to open the mind to concepts that are not available to a person any other way. We need to realize that we are directly in control of the goodness and destruction that we cause. My carelessness of the power I possess is the problem and is my fault if I use it incorrectly and hurt others. Just like firearms.

I decided to live my life to my highest ability. I want to help people do the same. I dedicated myself to a few things, but one of them is the creed you see below. It is not a game to me. It isn't just a saying to motivate me to self-betterment.

It creates change. It is a way of life. It the highest goal I can set.



OFFICIAL USE:
BUSINESS LICENSE NUMBER:

2024 - 26 -

299 Mill Street, Falls City, Oregon 97344

Phone: 503.787.3631 Fax: 503.787.3023

www.fallscityoregon.gov

This organization is an equal opportunity provider

APPLICATION FOR CITY BUSINESS LICENSE

TERM OF LICENSE

JULY 1, 2020 – June 30, 2021

Check one:

First Time License:

Renewal:

Falls City Municipal Code 110.01 - First time business licenses shall be reviewed and approved by City Council prior to a license being issued to a business for the first time.

Business Name: Evergreen Instruction Zoning: Res

Owner(s): SEAN DASSO

Location of Business: 49 EAST AVE

Mailing address (if different): PO BOX 333

Business Phone: 971 404 6343 Business Fax: _____

Email Address: evergreeninstruction@gmail.com

Website: www.evergreeninstruction.com

Number of Employees: Self-only 1 Part-Time _____ Full-Time _____

Home-Based Business: (Circle one) YES NO

Please review the list of business types below and circle the most appropriate classification.

110000 Ag, Forestry, Fishing & Hunting

420000 Wholesale Trade

210000 Mining

440000 Retail

220000 Utilities

480000 Transportation Warehousing

230000 Construction

510000 Information

310000 Manufacturing

520000 Finance & Insurance

Revised June 02, 2020

City of Falls City Business License

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530000 Real Estate/Rental & leasing
540000 Professional, Scientific, Technical
Services
550000 Management of Company & Enterprises
560000 Admin Support/Waste Management &
Remediation

620000 Health Care & Social Assistance
710000 Arts, Entertainment & Recreation
720000 Accommodation & Food Services
810000 Other Services (excluding Public
Admin)
920000 Public Administration

610000 Education Services

PRODUCTS SOLD OR SERVICES RENDERED

Professional instruction, consulting, life coaching,
training, community involvement

DESCRIBE AVAILABLE PARKING

Private driveway

IMPACT ON LOCAL TRAFFIC

NONE / N/A

ENVIRONMENTAL IMPACTS (i.e. noise, waste products, odors, storage of hazardous materials)

NONE

**DOES THE BUSINESS COMPLY WITH REQUIRED BUSINESS RECYCLING AS DEFINED
IN FALLS CITY MUNICIPAL CODE SECTION CHAPTER 53.04.150: BUSINESS
RECYCLING (See Attached)**

YES NO

OREGON STATE LIQUOR CONTROL COMMISSION (OLCC):

Will alcohol be sold on the premises? (Circle one): YES NO

If YES, provide OLCC PREMISE # _____ OLCC LICENSE

COUNTY AND STATE LICENSING INFORMATION:

State Business Registry #: 01796905-8 (BIN)

Please describe information pertaining to Polk County or State Issued Licenses that you currently hold.

FEE SCHEDULE. Resolution 2013-03 defines business license fees.

Type of License	Employees	License Fee
Home Occupation, no employees	0 (Self)	\$50.00
Home Occupation, with employees	1 +	\$75.00
Commercial	n/a	\$100.00
Temporary		Same fee as business licenses categories

I hereby certify that the information contained herein is true to the best of my knowledge. I agree to abide by all applicable codes and ordinances of the City of Falls City and to correct any hazards or violations as they may pertain to the above business. Issuance of this license does not guarantee that the site or use conforms to the City of Falls City land use regulations.

NAME: SEAN DASSO

BUSINESS NAME: Evergreen Instruction LLC

SIGNATURE OF APPLICANT: 

Office Use Only:
RECEIVED BY: <u>JW</u>
DATE: <u>01/29/21</u>
TYPE OF LICENSE: <u>610000</u>
AMOUNT PAID: <u>\$ 50.00</u>
RECEIPT #: <u>893769</u>
APPROVED BY: _____
DATE COUNCIL APPROVED: _____
CONDITIONS OF APPROVAL:

STAFF REPORT

TO: CITY COUNCIL
FROM: JAMIE WARD, CITY RECORDER
SUBJECT: 2021 PHOTO CONTEST
DATE: MARCH 02, 2021

SUMMARY

The 2021 Falls City photo contest only had one person submit photos. Jaiden Novasio of Falls City submitted 5 photos. Because she is the only participant, she will automatically win first place. City staff is asking city council to determine which photo should be the first, second and third place to be showcased on our website as well as the city Facebook page.

BACKGROUND

N/A

PREVIOUS COUNCIL ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

N/A

STAFF RECOMMENDATION

N/A

EXHIBIT

- a. 2021 Photo Contest Entry Agreement-Jaiden Novasio
- b. "Beautiful Country"
- c. "Frozen Pines"
- d. "Rainbow Falls"
- e. "Serenity in Falls City"
- f. "Upside down ice sickles"

PROPOSED MOTION

I nominate _____ as the first-place winner of the 2021 Falls City Photo Contest.

I nominate _____ as the second-place winner of the 2021 Falls City Photo Contest.

I nominate _____ as the third-place winner of the 2021 Falls City Photo Contest.



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

2021 Photo Contest Entry Agreement

Entries must be submitted to City Hall, or postmarked by 5:00 p.m. on February 26, 2021

NAME OF CONTESTANT: Jaiden Novasio

In submitting the attached photo to the City of Falls City and participating in the City of Falls City Photo Contest, I hereby warrant and agree to the following:

- I am the author of, and have lawful ownership rights to the photo, including the publication and republication rights of the photo.
- The photo is the result of Contestant's sole artistic effort.
- The photo is unique and original and does not infringe upon any copyright, trademark, or patent.
- Any models or persons identifiable in the photo have given approval for publication and distribution (releases) of photo as stated in this Entry Agreement, and that City shall have no obligation to compensate the models or persons.
- The photo is free and clear of any lien.
- Contestant licenses to the City perpetually all rights of reproduction, distribution, and to display two- or three dimensional reproductions of the photo in any manner, provided however that the City's use of the photo shall be restricted to use, publication, republication, and distribution of whatsoever kind relating to any City publication or event, including, without limitation, public display as well as reproduction on City items, such as print ads, postcards, posters, brochures, applications, television programs, City website, and any other of distribution or display, whether print, electronic, or televised. In addition, the City may alter images of the photo as necessary to fit into reduced or enlarged format sizes. The photo may be reproduced, displayed, or distributed in any form without photo credit to the Contestant. No compensation shall be due to Contestant.
- Contestant agrees to release, defend, indemnify and hold harmless the City, its agents, officials, employees, and volunteers from and against any and all claims and liability, including but not limited to copyright, trademark, or patent infringement, arising out of Contestant's participation or association with the City of Falls City, or publication or distribution of the photo. Contestant agrees to pay all costs incident to any claim, including, without limitation, attorneys' fees.

I agree that the above information is correct. I further agree that this agreement is intended to be as broad and inclusive as is permitted by the law of the State of Oregon and of the United States.

Continued on next page...

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CONTESTANT:
Name (print): Jaider Novasio Date: 2/23/2021

Over 18 Years Old on Date of Submission? (circle) YES NO

Signature: Jaider Novasio

Signature of parent or guardian:
(if under 18 years of age) _____

Address: 260 S Main St. Falls City, OR 97344

Email: joyfuljaider@gmail.com Phone: 503-572-9544

1. Photo name, description, and date taken:

Beautiful Country - Showcasing the Little Luckiamute River and vast hills of forest trees, taken from the bridge in Falls city on 2/09/2021

2. Photo name, description, and date taken:

Frozen Pines - Taken during the ice storm at the waterfall, showing the frozen pines, with the beautiful blue river in the background. Taken 2/12/2021

3. Photo name, description, and date taken:

Rainbow Falls - The famous waterfall that represent our amazing city, with a rainbow reflecting from the water. Taken 12/27/2020

4. Photo name, description, and date taken:

Serenity in Falls City - Another picture of the little Luckiamute River at the Falls, our little piece of serenity amidst the chaos
Taken 12/27/2020

5. Photo name, description, and date taken:

Upside down ice sickles - Taken from our driveway in town, the moss froze in this shape like upside down ice sickles! Taken 2/12/2021









