



Agenda

CITY OF MILLERSBURG City Council Regular Meeting & PUBLIC HEARING

Electronic Meeting

March 08, 2022 @ 6:30 PM

This meeting is being recorded for public review on the City of Millersburg website.

Remote Access for the meeting is available. Instructions for joining the meeting can be found at <https://www.cityofmillersburg.org/citycouncil/page/city-council-regular-meeting>. If you do not have access to a phone or computer, or need additional support, please contact City Hall prior to 5:00 p.m. on Monday, March 7.

Meeting link to join via computer:

<https://aspenuc.accessionmeeting.com/j/11597014359>

Phone number to join meeting: 503-212-9900

Meeting ID: 115 9701 4359

CALL TO ORDER AND ROLL CALL

CHANGES AND ADDITIONS TO THE AGENDA

CONSENT AGENDA

- 1) Approval of February 8, 2022 City Council Meeting Minutes
- 2) Approval of February 22, 2022 City Council Work Session Minutes
- 3) Acceptance of City Accounts Payable Report

Action: _____

GUEST PRESENTATIONS

- 4) Linn County Sheriff's Office Monthly Report

PUBLIC COMMENT

The public has the opportunity to address the Council during "Public Comment." Those attending virtually may raise their hand electronically or request to speak upon unmuting. The public may also send written comments by email to citvclerk@cityofmillersburg.org. Please limit comments to one page and include your name and address. Emails received before 5:00 p.m. on the day of the meeting will be included and read into the record for comments by the Council.

PUBLIC HEARING

- 5) Comprehensive Plan Update DC 21-03 - Ordinance 194-22

Action: _____

COUNCIL MEMBER AND STAFF COMMENTS

CITY MANAGER'S REPORT

- [6\)](#) Fire Station Project Report
- 7) Fire Station Conference Room Naming and Ribbon Cutting Dates
- [8\)](#) Project Updates
- 9) Love's Update
- 10) Regionally Significant Industrial Sites (RSIS) Update

CITY ATTORNEY'S REPORT

UNFINISHED BUSINESS

NEW BUSINESS

- [11\)](#) Appointment of Budget Committee Member
Action: _____
- [12\)](#) Appointment of Events Planning Committee Members
Action: _____
- [13\)](#) Resolution of Support for LGGP Grant Application - Resolution 2022-03
Action: _____

CLOSING PUBLIC COMMENT

CLOSING COUNCIL COMMENT

ADJOURNMENT

Note: Council may adjourn to executive session in accordance with ORS 192.660.

Upcoming Meetings & Events:

Visit the City's online calendar: <https://www.cityofmillersburg.org/calendar>

Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the meeting
2. Microphones will be muted and webcams will be turned off for remote participants unless called upon to speak or during public comment period.
3. Persons shall not comment or testify without first receiving recognition from the presiding officer and stating their full name and city of residence.

4. *There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the meeting. If online participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off. If disruption continues, the participant(s) will be removed from the meeting.*

5. The meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 458-233-6300.



CITY COUNCIL MEETING MINUTES

via Virtual Meeting
February 8, 2022 @ 6:30 p.m.

A. CALL TO ORDER Meeting called to order by Mayor Lepin at 6:30 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, John Sullivan

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; Kimberly Wollenburg, City Recorder; Matt Straite, Community Development Director

Presenters: Lieutenant Beth Miller, Linn County Sheriff's Office

C. CHANGES AND ADDITIONS TO THE AGENDA

D. CONSENT AGENDA

- 1) Approval of January 11, 2022, City Council Meeting Minutes
- 2) Approval of January 13, 2022, City Council Work Session Minutes
- 3) Approval of January 25, 2022, City Council Work Session Minutes
- 4) Acceptance of City Accounts Payable Report
- 5) Economic Opportunity Analysis Funds
- 6) Enterprise Zone – Knife River – Resolution 2022-01

Action: **Motion to Approve Consent Agenda as Presented made by Councilor Scott McPhee; seconded by Councilor Dave Harms.**

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor John Sullivan: Aye

Motion PASSED: 5/0

E. GUEST PRESENTATIONS

- 1) Linn County Sheriff's Office Monthly Report
Lieutenant Beth Miller reviewed the December 2021 monthly report.

F. PUBLIC COMMENT

None

G. COUNCIL MEMBER AND STAFF COMMENTS

- 1) Executive Staff Annual Wage Consideration (Mayor Lepin)
Mayor Lepin spoke about the performance of the City Manager and Assistant City Manager/City Engineer. He offered that the CPI is currently 7% and recommends that 7% is a good starting point. Councilor McPhee supports the 7% and Councilor Cowan suggests that 7% is a bit high based on the continuing current climate and

suggests 5% is more reasonable based on his research. Mayor Lepin shared how he got to the 7%. He said that assuming non-contract staff are provided 5% COLA as a maximum staff then get step increases, they can end up with 8% in some cases and executive staff should be kept in line with that. He reminded the Council of how much is being accomplished by the City Manager and Assistant City Manager/City Engineer. Councilor McPhee said he's comfortable with basing the increase on 5% CPI and 2% for performance.

Action: **Councilor Scott Cowan Motioned to Increase Executive Staff Wages by 7%; seconded by Councilor John Sullivan**

Mayor Lepin: Aye
 Councilor Cowan: Aye
 Councilor Harms: Aye
 Councilor McPhee: Aye
 Councilor Sullivan: Aye

Motion Passed 5/0

- 2) Councilor Scott McPhee shared that he is resigning as a Councilor the end of February due to moving out of the City of Millersburg. He said he enjoyed working with the Council and staff and it's a great team.
- 3) In addition, Mayor Lepin shared that he also will be resigning as Councilor/Mayor this summer because he will be moving out of the city, with a plan to leave in August. He said that Millersburg is at a great place because of the organization with a good Council and staff.

There was further discussion regarding the plan to fill both councilor positions. City Manager Kreitman shared a draft process based on the process the council utilized previously, that could be utilized to fill Councilor McPhee's vacancy with the intent to fill the position sometime mid-March, in time for budget season to begin. The Council concurred with moving forward with the draft proposed process previously used, and will meet to further review the process and questions during the work session on February 22nd

H. CITY MANAGER'S REPORT

1) Fire Station Project Report

Assistant City Manager/City Engineer Booth reviewed a long list of tasks accomplished within the last two weeks. In addition, she reviewed the project budget and any current change orders. City Manager Kreitman shared with Council that NW Natural has a high pressure line that runs on the west side of Old Salem across City frontage to City Hall. The natural gas service line they would pull service for the fire station off is in that area; however NW Natural has concerns with accessing the service line due to the high pressure gas line and the city's water main also in that area. In working with the City, NW Natural agreed to put in a line from their service line along Conser Road that will serve not only the new fire station but will serve the City's property for any potential future development in that area.

2) Fire Station Plaque and Conference Room Naming

City Manager Kreitman recommended the Council consider a plaque at the new Fire Station similar to the one at City Hall. He then shared a proposed plaque. He

also noted that he was asked about having the conference room named. Mayor Lepin said he'd like to recognize two people who have been most instrumental in making the fire station project happen: Councilor Scott Cowan and City Manager Kevin Kreitman. Mayor Lepin shared some history regarding how the fire station came to be. He would like to somehow recognize them in either the name of the fire station or in some way on the plaque. Councilor Sullivan recommended naming the conference room instead of the station.

Councilor Cowan shared that he appreciated the comments and recognition and is honored. He noted that this was a team effort with the right Council, the right community feel and acceptance, and a lot of people participating. City Manager Kreitman provided some more history and background. He also shared that he doesn't need any special recognition.

Mayor Lepin asked if the Council was okay with him and Assistant City Manager/City Engineer Booth coming up with some proposals for recognition. The Council agreed.

3) Project Updates

Assistant City Manager/City Engineer Booth provided an update regarding various maintenance and construction activities in progress throughout the City. She updated the Council regarding the Old Salem Guard Rail project that has funds now available in 2022 and is working with ODOT for project delivery.

City Manager Kreitman shared that the YMCA is still interested in the City's current temporary fire station site and that they are still interested as well in using the existing building for infant care while designing and constructing a planned 40,000 sf facility. More information will be provided to Council at a later date.

City Manager Kreitman shared that he will be on vacation starting on the 10th through the 20th.

I. CITY ATTORNEY'S REPORT

None

J. UNFINISHED BUSINESS

None

K. NEW BUSINESS

1) Woods Road and Multi-Use Path Sections

Assistant City Manager/City Engineer Booth spoke to the background of a proposed Multi-Use Path project for Woods Road, which included balancing property impacts, costs, and schedule. The review included steps for a potential path forward, with discussion of potential project concepts.

Will Canate, Riverstone Loop, asked about plans to have sidewalks and more lighting along Woods Road. City Manager Kreitman and Assistant City Manager/City Engineer Booth said that while it has been discussed another consideration needed is how much light should be out there. Community

Development Director Straite confirmed that lighting would be required should a subdivision be built.

Assistant City Manager/City Engineer Booth further reviewed the proposed multi-use path with bike lanes and swales on both sides for stormwater management.

Austin Miller, representing property on Woods Road, wished to express his support for the project and offered some suggestions for improvement, including separated bike lanes.

Cody Clack, Riverstone Loop, expressed his support for the project. He asked about the phased approach and if the sidewalks on the north side of Woods that would connect to Sedona would be the first phase. Assistant City Manager/City Engineer Booth confirmed that yes it is.

L. CLOSING PUBLIC COMMENT

- 1) Ron Post, Riverstone Loop, thanked Councilor McPhee for the service over the years and for all of the help he provided.

M. CLOSING COUNCIL COMMENT

- 1) Councilor Cowan also thanked Councilor McPhee for his perspective and insights over the past years.
- 2) Mayor Lepin thanked Councilor McPhee for how he challenged during discussions and that he appreciated his viewpoints.
- 3) Councilor McPhee shared how he ended up on the Council and told the Councilors how much he'd appreciated working with them over the past. He appreciated that members didn't always agree but ultimately were able to compromise and move forward.

N. ADJOURNMENT Mayor Lepin adjourned the regular meeting at 8:25 p.m.

Respectfully submitted:

Kimberly Wollenburg
City Recorder

Reviewed by:

Kevin Kreitman
City Manager



CITY COUNCIL WORK SESSION MINUTES

via Virtual Meeting

February 22, 2022 @ 4:00 p.m.

- A. CALL TO ORDER Meeting called to order by Mayor Lepin at 4:35 p.m. (note: late start due to waiting for quorum for discussion and action)
- B. ROLL CALL
Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan and John Sullivan
Councilors Absent: Dave Harms; Councilor Scott Cowan arrived at 4:47 p.m. (quorum)
Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Engineer; Forrest Reid, City Attorney; Kimberly Wollenburg, City Recorder
- C. NEW BUSINESS
1) Discuss Process and Supplemental Questions for City Council Candidates
City Manager Kreitman shared with the Council the previous documents used to fill a Council vacancy in 2019. The Council reviewed the material and provided revisions to the documents, which were agreed to by those Council members in attendance. In addition, the process and timeline for filling the vacancy was also shared and discussed. It was decided that interviews for the Council position would be held beginning at 6:00 p.m. on April 5, pending confirmation of availability from Councilor Harms.
- D. CLOSING PUBLIC COMMENT
None
- E. ADJOURNMENT Mayor Lepin adjourned the work session at 5:22 p.m.

Respectfully submitted:

Kimberly Wollenburg
City Recorder

Reviewed by:

Kevin Kreitman
City Manager

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
18912					
02/10/2022	18912	Forrest Reid	01-40-230	3,825.00	City Attorney - Monthly
Total 18912:				<u>3,825.00</u>	
18913					
02/10/2022	18913	Aflac	01-40-134	44.52	AFLAC - through January 2022
Total 18913:				<u>44.52</u>	
18914					
02/10/2022	18914	Albany Lock & Key	01-40-213	160.00	Front office door handle adjustment
Total 18914:				<u>160.00</u>	
18915					
02/10/2022	18915	Barrett Business Services Inc.	01-45-211	18.20	Week ending 1/23/2022 Jaydin Brockmann
02/10/2022	18915	Barrett Business Services Inc.	01-45-211	18.20	Week ending 1/30/2022 Jaydin Brockmann
Total 18915:				<u>36.40</u>	
18916					
02/10/2022	18916	Brielle Vanderzanden	01-40-231	40.00	Brielle Vanderzanden library reimbursement
Total 18916:				<u>40.00</u>	
18917					
02/10/2022	18917	Business Connections, Inc.	01-40-215	45.00	Answering Service
Total 18917:				<u>45.00</u>	
18918					
02/10/2022	18918	CECO, INC.	01-45-211	132.23	Monthly Fuel January 2022
Total 18918:				<u>132.23</u>	

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
18919					
02/10/2022	18919	Coty Clack	01-45-211	35.20	Coty Clack rec reimbursement
Total 18919:				35.20	
18920					
02/10/2022	18920	ECONorthwest	01-40-235	1,087.50	ECONorthwest Phase 002 HNA January 2022
Total 18920:				1,087.50	
18921					
02/10/2022	18921	FEI Testing & Inspection Inc	01-50-725	1,318.10	FEI - Professional Services - Fire Station- Testin/Inspections
Total 18921:				1,318.10	
18922					
02/10/2022	18922	Linn County Planning and Buildin	01-52-211	3,772.86	Monthly Building Permit Bill
Total 18922:				3,772.86	
18923					
02/10/2022	18923	Linn County Sheriff's Office	01-50-211	34,659.00	2021/2022 3rd Quarter Law Enforcement Contract Service
Total 18923:				34,659.00	
18924					
02/10/2022	18924	LS Networks	01-40-215	621.83	Monthly Internet and Phones
02/10/2022	18924	LS Networks	01-40-215	621.83	Monthly Internet and Phones
Total 18924:				.00	
18925					
02/10/2022	18925	Matt Straite	01-40-221	1,000.00	Cannon camera with battery and charger
Total 18925:				1,000.00	
18926					
02/10/2022	18926	Meterreaders LLC.	05-90-212	1,097.25	Meter reads in January 2022

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
Total 18926:				1,097.25	
18927					
02/10/2022	18927	Nicholas Borninski	01-45-210	46.40	Nicholas Borninski rec reimbursement
Total 18927:				46.40	
18928					
02/10/2022	18928	Pacific Northwest Development G	01-40-229	3,500.00	Economic Development services for January 2022
Total 18928:				3,500.00	
18929					
02/10/2022	18929	Sierra Springs	01-40-221	27.55	Sierra water- Feb 2022
Total 18929:				27.55	
18930					
02/10/2022	18930	US Bank	01-40-227	199.10	OCCMA membership renewal
02/10/2022	18930	US Bank	01-50-214	3,281.97	Beds for new fire station
02/10/2022	18930	US Bank	02-60-212	59.97	Yak Trax- working devices for snow/ice
02/10/2022	18930	US Bank	01-40-227	268.22	OCCMA membership renewal
02/10/2022	18930	US Bank	01-40-221	29.99	Headphones for meetings
02/10/2022	18930	US Bank	01-40-221	8.49	Coat hook
02/10/2022	18930	US Bank	01-40-221	105.99	Plotter paper for maps
02/10/2022	18930	US Bank	01-40-227	9.99	Monthly photo shop fee
02/10/2022	18930	US Bank	01-45-211	29.98	Park supplies
02/10/2022	18930	US Bank	02-60-212	519.91	Cold weather gear
02/10/2022	18930	US Bank	02-60-212	379.96	Tire chains
02/10/2022	18930	US Bank	01-45-211	54.78	Paint
02/10/2022	18930	US Bank	02-60-212	67.45	Saw tools box
02/10/2022	18930	US Bank	02-60-212	39.27	Anchor shackle, safety spray
02/10/2022	18930	US Bank	02-60-212	74.99	Electrical tape, ice melt
02/10/2022	18930	US Bank	01-45-211	127.63	Air hose reefs/fittings
02/10/2022	18930	US Bank	01-45-211	30.98	Screws
02/10/2022	18930	US Bank	01-45-211	69.00	Weather strip
02/10/2022	18930	US Bank	01-45-211	9.22	Blade balancer
02/10/2022	18930	US Bank	01-45-211	105.99	Magbetic wall mount
02/10/2022	18930	US Bank	01-45-211	269.99	Lawn mower blade

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
02/10/2022	18930	US Bank	01-56-210	150.78	Shelf bracket for Xmas tree
02/10/2022	18930	US Bank	01-40-220	605.48	Ipad for park monthly data service
02/10/2022	18930	US Bank	01-40-221	24.06	Name plates
02/10/2022	18930	US Bank	01-40-221	8.79	Amazon- Tylenol-3
02/10/2022	18930	US Bank	01-40-221	27.92	Staples-folders & dividers
02/10/2022	18930	US Bank	01-40-221	33.98	Amazon-white board
02/10/2022	18930	US Bank	01-40-221	20.12	Staples-pens-5
02/10/2022	18930	US Bank	01-40-221	11.99	Amazon-Keurig cleaner-6
02/10/2022	18930	US Bank	01-40-221	7.55	Amazon-name plate holder
02/10/2022	18930	US Bank	01-40-221	5.97	Amazon-binder pockets
02/10/2022	18930	US Bank	01-45-211	401.20	Republic Services-city park
02/10/2022	18930	US Bank	01-40-215	40.44	Republic Services-City Hall
02/10/2022	18930	US Bank	01-45-211	125.02	Republic Services-City park
02/10/2022	18930	US Bank	01-40-227	60.00	OAMR annual membership
02/10/2022	18930	US Bank	01-40-221	24.33	Amazon-staples
02/10/2022	18930	US Bank	01-40-133	160.48	Lifemap-disability insurance
02/10/2022	18930	US Bank	01-40-223	243.36	Shred-it
02/10/2022	18930	US Bank	01-40-221	36.99	Amazon-insulated cups and lids
02/10/2022	18930	US Bank	01-40-221	63.93	Staples-calendar, file pockets, sharpener
02/10/2022	18930	US Bank	01-40-221	17.97	Staples-desk calender, highlighter, scissors
02/10/2022	18930	US Bank	01-56-210	204.00	Wix-Celebration website
02/10/2022	18930	US Bank	01-56-210	142.10	Beikangtrad-return credit for celebration supplies
02/10/2022	18930	US Bank	01-40-227	179.00	Amazon Business Prime membership
02/10/2022	18930	US Bank	01-56-210	20.00	Wix App membership
02/10/2022	18930	US Bank	01-40-227	48.00	Engineering News Subscription
02/10/2022	18930	US Bank	01-45-211	76.17	Verizon monthly
02/10/2022	18930	US Bank	01-40-221	22.87	Amazon-mouse replacement and backup
02/10/2022	18930	US Bank	01-40-221	9.79	Staples-wall calendar
Total 18930:				<u>8,230.96</u>	
18931					
02/10/2022	18931	Valley Merchant Police, Inc	01-45-211	307.50	Unlock Gate weekends and holidays January 2022
Total 18931:				<u>307.50</u>	
18932					
02/10/2022	18932	Wheat LLC	02-60-214	2,199.17	Monthly Street Sweeping

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
Total 18932:				2,199.17	
18933					
02/08/2022	18933	Will Canate	01-45-210	60.00	Wil Canate rec reimbursement
02/10/2022	18933	Will Canate	01-45-210	60.00	Wil Canate rec reimbursement
Total 18933:				.00	
18934					
02/10/2022	18934	Witherspoon Industries LLC	01-40-223	600.00	City Hall Janitorial
Total 18934:				600.00	
18935					
02/17/2022	18935	Barrett Business Services Inc.	01-45-211	18.20	Week ending 2/6/2022 Jaydin Brockmann
Total 18935:				18.20	
18936					
02/17/2022	18936	Carlye Schrader	01-56-210	43.98	Reimbursement- Celebration- Spiral Tree
Total 18936:				43.98	
18937					
02/17/2022	18937	Caselle Inc	01-40-223	1,930.00	Contract Support and Financial Maintenance for September 2022
Total 18937:				1,930.00	
18938					
02/17/2022	18938	CH2MHill Engineers Inc	01-40-210	200.64	Task 1 Project Management
02/17/2022	18938	CH2MHill Engineers Inc	01-40-210	1,087.57	Task 3.1 Ind/ Comm Support
02/17/2022	18938	CH2MHill Engineers Inc	04-80-213	423.06	Task 4.1 Water collection system
02/17/2022	18938	CH2MHill Engineers Inc	05-95-610	962.03	Task 5.1.1 AC Waterline Abandonment
02/17/2022	18938	CH2MHill Engineers Inc	02-60-210	656.95	Task 7.1 Transportation system
02/17/2022	18938	CH2MHill Engineers Inc	02-65-201	748.71	Task 7.1.1 Woods Road Pre-Design
02/17/2022	18938	CH2MHill Engineers Inc	02-65-202	915.10	Task 7.1.1 Woods Road Pre-Design
02/17/2022	18938	CH2MHill Engineers Inc	05-90-218	3,788.86	Task 8.1.3 Req Sup WMCP

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
Total 18938:				8,782.92	
18939					
02/17/2022	18939	City of Albany	05-90-213	60,829.60	Water Treatment Plant FY 21/22 1st Qtr
02/17/2022	18939	City of Albany	05-90-212	39,254.27	Water Distribution Services
02/17/2022	18939	City of Albany	04-80-215	28,218.02	MB Share of CH2M litigation cost 1st Qtr FY 21/22
02/17/2022	18939	City of Albany	04-80-212	45,513.81	Sewer 1st Qtr FY 21/22
02/17/2022	18939	City of Albany	04-80-213	3,431.94	Facilities Maint & Engineer charges 1st Qtr FY 21/22
02/17/2022	18939	City of Albany	04-80-212	7,120.78	Industrial Pre-treat & lab charges 1st Qtr FY 21/22
Total 18939:				184,368.42	
18940					
02/17/2022	18940	EC Electrical Construction Co	01-40-213	448.45	City Hall- Restroom and Ext lights
Total 18940:				448.45	
18941					
02/17/2022	18941	Grove, Mueller & Swank, P.C.	01-40-236	8,000.00	Grove, Mueller & Swank - final billing for 2021 financial audit
Total 18941:				8,000.00	
18942					
02/17/2022	18942	Handy Hands Landscape C&M LL	01-40-223	1,536.00	Handy Hands - Landscape City Hall
Total 18942:				1,536.00	
18943					
02/17/2022	18943	Heidi Swearingen	01-45-210	128.40	Heidi Swearingen Rec reimbursement
Total 18943:				128.40	
18944					
02/17/2022	18944	Jacob's Engineering Group Inc.	05-90-214	712.38	Professional services agreement Amendment No. 5 effective 1/1/2022
Total 18944:				712.38	
18945					
02/17/2022	18945	Kenneth May	01-40-231	40.00	Ken May library reimbursement

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
Total 18945:				40.00	
18946					
02/17/2022	18946	Kristen Barnes	01-45-210	39.20	Kristen Barnes Rec Reimbursement
Total 18946:				39.20	
18947					
02/17/2022	18947	Municode	01-40-223	187.47	Qty 9- ORDBANK/ORDLINK
Total 18947:				187.47	
18948					
02/17/2022	18948	Pacific Power	01-40-215	1,102.53	Monthly Power Usage Jan 2022
02/17/2022	18948	Pacific Power	01-45-211	49.44	Monthly Power Usage Jan 2022
02/17/2022	18948	Pacific Power	01-40-239	195.33	Monthly Power Usage Jan 2022
02/17/2022	18948	Pacific Power	01-50-212	817.51	Monthly Power Usage Jan 2022
02/17/2022	18948	Pacific Power	02-60-216	3,200.27	Monthly Power Usage Jan 2022
02/17/2022	18948	Pacific Power	04-80-217	2,552.78	Monthly Power Usage Jan 2022
Total 18948:				7,917.86	
18949					
02/17/2022	18949	Providence Health Plan	01-40-132	7,055.85	Medical Insurance
Total 18949:				7,055.85	
18950					
02/17/2022	18950	Sarah Wilson	01-45-210	200.00	Sarah Wilson rec reimbursement
Total 18950:				200.00	
18951					
02/17/2022	18951	Wanda Webster	01-40-231	40.00	Check re-issue for library reimbursement
Total 18951:				40.00	
18952					
02/17/2022	18952	Wildish Paving Co.	01-50-725	349,990.45	Fire Station Construction

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
02/17/2022	18952	Wildish Paving Co.	02-65-710	16,720.00	Public Street (includes storm)
Total 18952:				<u>366,710.45</u>	
18953					
02/18/2022	18953	Water Resource Department	05-90-218	2,450.00	WMCP Update Fee
Total 18953:				<u>2,450.00</u>	
18955					
02/28/2022	18955	Aflac	01-40-134	44.52	AFLAC - through February 2022
Total 18955:				<u>44.52</u>	
18956					
02/28/2022	18956	Barrett Business Services Inc.	01-45-211	18.20	Week ending 2/13/2022 Jaydin Brockmann
Total 18956:				<u>18.20</u>	
18957					
02/28/2022	18957	Benjamin Summers	01-40-231	40.00	Ben Summers Library reimbursement
Total 18957:				<u>40.00</u>	
18958					
02/28/2022	18958	CECO, INC.	01-45-211	243.36	Monthly Fuel FEB 2022
Total 18958:				<u>243.36</u>	
18959					
02/28/2022	18959	Dustin Patton	01-40-215	35.00	Dustin Patton - Cell Phone Reimbursement Feb 2022
Total 18959:				<u>35.00</u>	
18960					
02/28/2022	18960	HALO Branded Solutions Inc	01-40-221	707.40	HALO Branded Solutions - 2022 front counter calendars
Total 18960:				<u>707.40</u>	

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
18961					
02/28/2022	18961	Heath's Laundry	01-40-221	31.60	City Hall rug service
	Total 18961:			31.60	
18962					
02/28/2022	18962	Heidi Swirbul	01-56-210	25.82	Heidi Swirbul - Celebration Expense Reimbursement for Santa Chair
	Total 18962:			25.82	
18963					
02/28/2022	18963	Janice Tate	99-10990	80.00	Final payment reimbursement for deposit
	Total 18963:			80.00	
18964					
02/28/2022	18964	Jay Perrizo	99-10990	124.17	Overpayment refund on final bill
	Total 18964:			124.17	
18965					
02/28/2022	18965	John Deere Financial	01-45-211	1,052.24	John Deere Financial - Tractor repairs
	Total 18965:			1,052.24	
18966					
02/28/2022	18966	Linn County Road Department	02-60-218	324.66	Linn County Road Department - Millersburg Drive electronic sign repair
	Total 18966:			324.66	
18967					
02/28/2022	18967	MetLife - Group Benefits	01-40-135	827.74	Billing period 2/1 - 2/28/ 2022
	Total 18967:			827.74	
18968					
02/28/2022	18968	Sunbelt Rentals Inc	02-60-215	53.92	Plate Tamper
	Total 18968:			53.92	

Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
18969					
02/28/2022	18969	Will Canate	01-45-210	76.00	Wil Canate rec reimbursement
Total 18969:				76.00	
Grand Totals:				656,458.85	

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"



File No: DC 21-03 Comprehensive Plan Map Change

Proposal: The City is proposing to change the Comprehensive Plan Map designation for three properties totaling about 150 acres along the western edge of the City from a designation of Agricultural to Residential. The Zoning designation of Rural (RU) is not proposed to be changed at this time.

I. BACKGROUND

- A. Applicant: City of Millersburg
- B. Location: The farmed property west of Woods Road. Tax Lot 404, 30.53 acres, Tax Lot 200, 57.24 acres, plus a portion of tax lot 300 which is 61.63 acres for a total of about 150 acres. See Exhibit A.
- C. Review Type: The proposed Comprehensive Plan Map Amendment requires a hearing before the Planning Commission whereby the Commission makes a recommendation to the City Council. A subsequent hearing before the City Council is required for a final action, including the adoption of an ordinance. Any appeal of the City Council's decision relating to this matter will be considered by the Oregon Land Use Board of Appeals (LUBA). This is considered a quasi-judicial land use action.
- D. Public Notice and Hearing: A notice was posted in City Hall. A separate notice was sent to the Department of Land Conservation and Development (DLCD) on September 29, 2021. Information related to the hearing is posted on the City's website here - <http://cityofmillersbrg.org/planning-commision/>. A hearing notice was sent to every surrounding tax address on January 29, 2022.
- E. Review Criteria: Section 5.09.050
- F. Current Zoning: Rural (RU)

- G. Property: Tax Lot 404, 30.53 acres, Tax Lot 200, 57.24 plus a portion of tax lot 300 which is 61.63 acres for a total of 149.4 acres.
- H. Background: In October of 2020 the City adopted a new Land Use Development Code. At the same time the City adopted revisions to the Comprehensive Plan (Comp Plan). This was to assure the two were consistent. As part of the changes to the Comp Plan the City created an all-new separate Comp Plan Map.

What is a Comp Plan Map? Not many outside the Planning profession are too familiar with what a Comp Plan Map is. A Comp Plan Map is more conceptual than a Zoning Map. A Zoning Map implements the Comp Plan Map. Comp Plan maps designate what kinds of uses should be in given areas of the City, but at a very general level.

For example, the Comp Plan Map has designations like 'Residential' or 'Industrial.' Zoning gets more detailed with zones like 'Residential Medium,' 'Residential Low' and 'Rural.' All three of these would be consistent with the Residential Comp plan designation. Likewise, the Zoning Map includes zones such as 'Light Industrial' and 'General Industrial,' both of which are consistent with the Comp Plan designation of Industrial. Having that said, the 'Rural Residential' Zone would not be consistent with the Industrial Comp Plan designation.

It is also important to note that some zones can be consistent with more than one Comp Plan Land Use Designation. For example, the City has a Rural Zone that is consistent with both the Agricultural and Residential Comp Plan Designation.

Previously the Zoning Map acted as both the Comprehensive Plan Land Use Map and the Zoning Map. This is often called a one map system. The City changed to a two-map system (where the Zone Map and the Comprehensive Plan Map are different from each other) in order to allow the City and landowners to change zoning designations without having to *also* change the Comprehensive Plan Land Use Map.

Agriculture in the City. One more key element should be explained. The Oregon Planning system is unlike most others in the Country. The system was designed in the 1970's, partially to protect Oregon from the kind of sprawl that was happening in California and other western states. Oregon created very clear and simple limits to where urban uses should be and where agricultural uses should be. The tool used was the Urban Growth Boundary, or UGB. This was supposed to act like a wall around cities, keeping urban uses within cities and farmland clearly protected from developers outside cities. Cities are only allowed to grow the UGB if they absolutely have to, in order to accommodate growth projections. So, the entire system is designed to have farms outside the UGB, and typical home development (including 10,000 square foot lots), as well as businesses and industry inside the UGB. The system was never designed to allow or protect long term agricultural uses *inside* a UGB; in fact, the system is *designed* to eliminate agricultural uses within a City UGB over the long term. Any agricultural uses within a UGB are a temporary condition intended to be a holding area for more *urban* development.

The Agriculture Comp Plan Designation. At the time the City created the Comp Plan Land Use Designation map, the 'Agricultural' designation was only applied to three properties, the three that are subject to this application. The reason the City applied this designation was because the three properties in question had previously indicated that they did not intend to develop. That created issues for the City as we looked to the future. As discussed previously, property within a UGB should not be planned for long term agricultural uses. Therefore, the City was looking at options to address the owners lack of a desire to build, including possibly removing these three properties from the City and adding others that could help the City accommodate a 20-year residential projection. After all, placing them outside the City and the UGB would put them under the jurisdiction of the County, which is the right jurisdiction to protect agricultural uses long term. The Agricultural Comp Plan designation was used as a tool to allow the City more

time to make a plan to accommodate the City's projected growth. The Agricultural Comp Plan designation would have helped us better justify a possible removal of the property from the City.

So what changed? Three things have changed. First, the City performed an analysis of the residential capacity and the ability for the City to accommodate the 20-year residential projections. The analysis applied the projected population for the next 20 years, provided by the Oregon Population Forecast Program from Portland State University. That projection is then applied to the land capacity. The study determined that the City had capacity to absorb the projected population. The 150 acres of property that is the subject of this amendment was *not* included in this analysis, because it had a Comp Plan designation of Agriculture, not Residential. However, the City feels that the projected population is significantly short of what we truly anticipate.

The PSU projections call for the City to grow by about 1,900 people between 2021 and 2041 at an average annual growth rate of 2.6%. Millersburg *must* use this forecast (by law) as the basis for forecasting housing growth over the 2021 to 2041 period. However, the Housing Needs Assessment also explains that the City population actually grew by 338% between 2000 and 2020. Millersburg added 2,199 new residents, at an average annual growth rate of 7.7%. We have no reason to believe that the rate will slow very much. We certainly have no reason to believe it will fall to 2.6% as indicated by PSU.

To take a glance at what that means, if the growth rate stayed at 7.7%, based on the most recent population figure of 3,093, our population in 2041 would be 13,636 vs. the PSU projection of 4,883. While the true number is probably between the two, the existing supply of land will likely be exhausted well in advance of the 2041 period studied in the Housing Needs Analysis. As such, the City is taking proactive steps to prepare for additional buildable land within the UGB.

The second thing that has recently changed is some of the property owners are now showing signs that they

have softened their position on possibly developing the three properties. As stated above, because the City could grow at a rate that would quickly outstrip the available residential property, the City wants to change the Comp Plan designation because it is acting as a barrier that could slow development. Remember, that designation was intended as a tool to help the City possibly remove those properties from the City.

Third, the State is about to change the requirements to process Comprehensive Plan amendments. The new rules will be more complicated and costly, specifically the rules regarding the Transportation Planning Rule, or TPR. The City is hoping to make this change now before the process gets more difficult.

So what will that mean? For these reasons, the City is proposing to remove the Agriculture designation and replace it with Residential. The three properties will continue to have a Rural Zoning designation, which will be consistent with the new Residential Comp Plan designation. So, there will be no issue with consistency between the zoning and the Comp Plan. The real change will be in the ability to change the zone in the future, whenever the property owners request such a change. Right now if a property owner wanted to develop, the existing Agricultural Comp Plan designation will prevent any zone change that could accommodate residential development. However, changing the Comp Plan designation to Residential will allow an applicant to apply for a change to the zoning from Rural to Residential Low, which would accommodate more homes in order to accommodate growth. The applicant would still need to apply for a zone change, however, which would require a full public hearing process. The difference is that change would no longer *also* require a Comp Plan designation change. This would simplify the process for the applicant significantly.

Why Now? As discussed above, the State is changing the requirements for Comp Plan Amendments, and they are about to get more complicated. The City is trying to remove this barrier now while the process is still manageable.

II. CRITERION

CITY OF MILLERSBURG DEVELOPMENT CODE

5.09.050 Decision Criteria.

Plan map amendment proposals shall be approved if the applicant provides evidence substantiating the following:

- (1) **All information and analysis must justify the proposed change relative to the map designation to which the property is proposed to change, and to the map designation from which the property is changing. The analysis must speak to the impacts from the decrease in land acreage of one map designation and the increase in land acreage for the proposed map designation.**

ANALYSIS: As stated above in the background section, the justification for the change comes from the historical growth rate and the available supply of residential land in the City, using the growth rate of 7.7% annually between 2000 and 2020. As explained in the HNA, the bulk of housing demand in the City will be for single family homes. Using the smaller growth rate from PSU of 2.6% the City currently has only a surplus of 37 acres in the Residential Low Zone. Using the historical growth rate of 7.7% the City would be short 613 acres of RL zoning in the City.¹ This justifies the need for the additional 150 acres of property within the Residential Comp Plan designation (which therefore has the potential to be re-zoned to a different zoning designation). This is especially true because this property is already within the City UGB and the City limits.

It should be noted, even if all 150 acres of the property in question were to fully develop, and if the growth rate stayed at 7.7%, the City would still be short about 463 acres of RL Zoned property. This proposed Comp Plan amendment is only seeking to address part of this need. The staff report only brings up the deficit to illustrate the point that more RL Zoned property will be in high demand if the growth rate continues. The need for the proposed project is high.

¹ That leaves all other variables the same in the HNA and simply substitutes the growth rate of 2.6% for 7.7%.

The change would eliminate the Agriculture Comp Plan designation from the three properties in question. As stated above, this is the only Agriculture Comp Plan designated property within the City limits. Therefore, this proposed change would leave no property with the designation of Agriculture. Eliminating all property from the designation will not result in any inconsistency with any other policies or requirements of the Comp Plan or State rules. There are no State requirements for the City to have any land in the Agriculture designation. In fact, as explained previously, based on the current structure of the State land use system (specifically urban growth boundaries), farmland should only remain, long term, outside of city limits. Again, the only reason that designation existed in our Comp Plan was to help potentially remove the property from the City if that was needed.

FINDING: Based on the analysis above, the project meets the required criteria.

(2) Compliance is demonstrated with the Statewide Land Use Planning Goals and Guidelines and any relevant Administrative Rules applying to the subject properties or to the proposed land use designation. If the proposed designation requires an exception to the Goals, the applicable criteria in the Oregon Land Conservation and Development Commission Administrative Rules for the type of exception needed shall also apply.

ANALYSIS: The applicable State Planning goals include 1, 2, 3, 7, 10, 12 and 14.

State Goal 1 is the Citizen Involvement Goal. This requires the City to assure appropriate public participation. This application requires a full series of public hearings including Planning Commission and City Council hearings. Notification was provided to the property owners surrounding the site (200 feet from all three properties).² The proposed project is fully consistent with Goal 1.

State Goal 2 is the Land Use Planning Goal. This Goal essentially establishes the structure for City Planning,

² The Code requires different notifications for legislative hearings vs. quasi-judicial hearings. This project is considered quasi-judicial because the change impacts specific properties.

requiring a Comp Plan and zoning. The proposed project is fully consistent with the State Goal because it is changing the land uses designated to the properties using the procedures and processes outlined in the Comp Plan and Zoning Code. The proposed project is fully consistent with Goal 2.

State Goal 3 is the Agricultural Lands Goal. This is the Goal that has been discussed above which requires counties to inventory, preserve, and maintain agricultural lands through farm zoning. This is the Goal that essentially says farmland should be outside UGBs and urban uses should be inside UGBs. The project is fully consistent with, and implements, Goal 3.

State Goal 7 is the Natural Hazards Goal. This requires cities to regulate certain aspects of floodplains, landslides, wetlands, and other such possible hazards. The properties do not feature a significant amount of any hazards. Some wetlands are shown in the national wetland database, though the bulk of the property could be developed outside of these possible features. A more detailed review of all hazards will be performed if and when actual development occurs. The proposed change is fully consistent with Goal 7.

State Goal 10 is the Housing Goal. This Goal requires cities to plan for and accommodate housing. The City must analyze the amount of available land and assure there is enough to accommodate projected need for housing. The proposed change is in reaction to the recently completed housing needs analysis and buildable lands inventory and is fully consistent with the requirements of Goal 10. As discussed above, if the City continues to grow at the rate of 7.7% this proposed land use change will help address a deficit of property needed to accommodate housing.

State Goal 12 is addresses transportation. This is primarily implemented by OAR Chapter 660, most commonly known as the Transportation Planning Rule or TPR. This Chapter requires close coordination between changes in land use and the possible impacts that has on roads. "Land use" here generally means changes to the Comprehensive Plan Land Use designation or zoning

designations. Therefore, this chapter is applicable to the proposed Comp Plan Map amendment. The proposed amendment is fully consistent with Goal 12 because the street system was designed to accommodate the full build out of the City capacity, which includes the three properties in question. The Transportation System Plan classifies Woods Road as a collector, which has capacity to accommodate the full build out of the property.

State Goal 14 is the Urbanization Goal. This Goal ties very closely with the previous Goals in that it requires cities to plan for all future growth needs (residential and non-residential) and create a UGB to separate urbanizable land from rural land. The parcels in question are located in an area that has full access to existing utilities including streets, water and sewer. They are located along Woods Road which is designated as a collector in the Transportation System Plan. This street classification was made with the assumption that these properties would someday develop. A multipurpose trail is planned along Woods Road to help provide bike and pedestrian connectivity between the three properties and the rest of the City, including existing parks and open space.³

FINDING: Based on the analysis above, the project meets the required criteria.

(3) Consistency with the applicable goals and policies in the Comprehensive Plan is demonstrated.

ANALYSIS: The Comprehensive Plan is largely organized by the State Goals. The Comp Plan implements the State Goals within the City limits. The Comp Plan is then further implemented by the Zoning Code. The applicable policies from the Comp Plan are similar to those listed above.

Citizen Involvement

As described above, the project will be heard by both the Planning Commission and the City Council. All hearings will be open to the public and all notification is consistent

³ ORS 660-014-0030 requires additional analysis for property that is irrevocably committed to urban uses. This does not apply because the land is currently farmland and does not currently feature urban uses. ORS 660-014-004 requires additional analysis for new urban development on undeveloped rural lands. This does not apply because it only applies to property outside a UGB.

with the requirements of the Comp Plan and Zoning Code. In addition, in conformance with State and Comp Plan requirements, notice of the hearing as sent to the Department of Land Conservation and Development (DLCD), which in turn provides notice to applicable agencies.

Land Use

The Comp Plan Land Use section explains “the City will extend water service west from Old Salem Road in an incremental systematic extension that does not permit inefficient and expensive leap-frog developments. This will maintain farmland until needed, enhance the rural and urban livability of the community, provide an orderly conversion from rural to urban use and facilitate the efficient provision of urban services.” The growth plan in the Comp Plan explains that growth in the City limits will largely be dictated by the availability of water and sewer. Since the first Comp Plan was drafted, utilities have progressed westerly in the City. Now, all required utilities are available near the three properties in question (with moderate extensions by the developer, which is typical). This means that according to the growth plan all three properties are ready to develop should they choose to. This is important because it shows that the proposed amendment to the Comp Plan Land Uses is consistent with the policies of the Comp Plan.

Changing the Comp Plan will not call for the immediate development of these three properties; rather, the Comp Plan explains that zoning will continue to allow farming – “the Rural Zone to the north is maintained in 2.5-acre minimum rural parcels until needed for urban use. This assures maximum servicing efficiencies, preserves farmland until needed and provides an orderly and efficient conversion from rural to urban use.” It should also be noted that Policy Ag 1 says that existing agricultural uses within the community may be maintained as an interim use until a development proposal is approved by the City. This project will not force anyone to sell any property or stop any existing farming activity. The owners of these three properties can continue farming as long as they like.

Housing

The Comp Plan housing element explains that the City will

maintain adequate amounts of land for each housing type to address community needs. The proposed change is helping to implement this concept. Many of the policies of the housing element do not apply specifically to the proposed project because the revision is only changing the Comp Plan designation. Specifics regarding housing types do not apply to this change because they are driven by zoning. The project is consistent with all applicable housing policies.

FINDING: Based on the analysis above, the project meets the required criteria.

(4) The Plan does not provide adequate areas in appropriate locations for uses allowed in the proposed land use designation and the addition of this property to the inventory of lands so designated is consistent with projected needs for such lands in the Plan.

ANALYSIS: As explained previously, assuming a growth rate of 7.7% the City will run out of available land zoned Residential Low much sooner than the 20-year growth projection from PSU has indicated. The proposed Comp Plan change will be part of a solution to address this deficit, though additional solutions will need to be employed as the land supply is depleted.

FINDING: Based on the analysis above, the project meets the required criteria.

(5) The Plan provides more than the projected need for lands in the existing land use designation.

ANALYSIS: The existing Comp Plan designation is Agriculture. These three properties are the only three in the City with the Agricultural designation. There is no legal requirement for the City to have Agricultural designations. The policies of the Comp Plan explain that the any agricultural use is a placeholder for future development. This also matches with the intent of the State planning structure which, as stated previously, is designed to protect agricultural uses *outside* city limits, and convert any agricultural uses within a City to urban uses (as a way to protect agricultural uses outside cities). Therefore the proposed change meets this criteria.

FINDING: Based on the analysis above, the project meets the required criteria.

(6) The proposed land use designation will not allow zones or uses that will destabilize the land use pattern in the vicinity or significantly adversely affect existing or planned uses on adjacent lands.

ANALYSIS: For the purposes of the proposed Comp Plan amendment, the uses will stay the same. The uses are dictated by the existing zoning, which is, and will remain, Rural. As a reminder, table 9.500B from the Comp Plan explains that the Rural Zone is consistent with both the Agriculture and Residential Comp Plan Land Use designations. In summary, the uses will not change with the action proposed by this application.

FINDING: Based on the analysis above, the project meets the required criteria.

(7) Public facilities and services necessary to support uses allowed in the proposed designation are available or will be available in the near future.

ANALYSIS: As stated above, water and sewer services are available in the general vicinity of the three properties.

FINDING: Based on the analysis above, the project meets the required criteria.

III. STAFF RECOMMENDATION

Based on the above findings of fact, the proposed Comp Plan Map amendment satisfies the applicable criteria. Staff recommends that the City Council approve Application No. DC 21-03 and adopt Ordinance 194-22.

IV. PLANNING COMMISSION ACTION

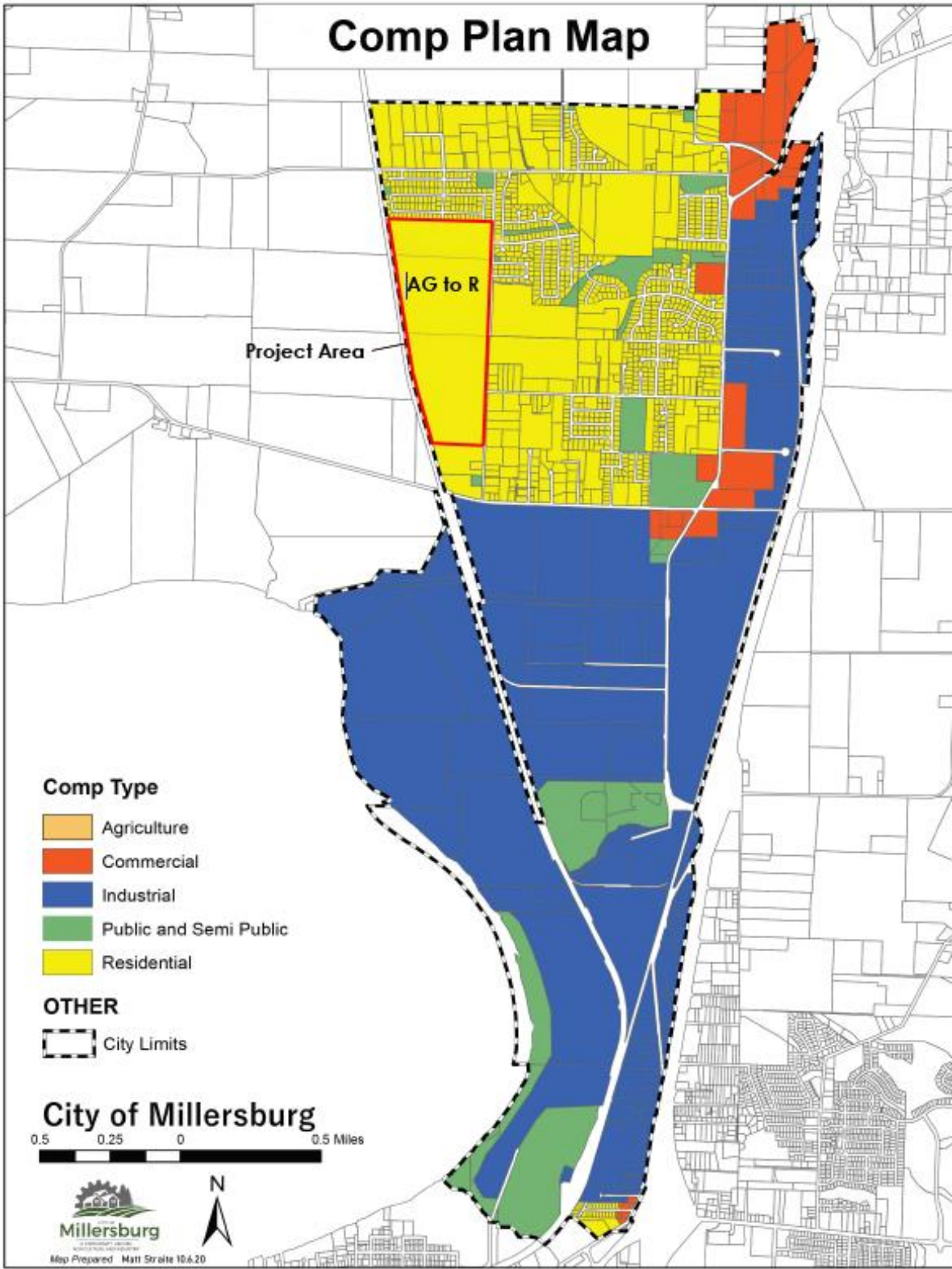
The Planning Commission recommends approval of DC 21-03 to the City Council because all applicable criteria are met and all findings of fact are included in the staff report.

V. RECOMMENDED MOTION

I motion, based on the findings of fact, that the proposed amendment satisfies the applicable criteria and that the City Council approve Application DC 21-03 and adopt Ordinance No. 194-22.

VI. EXHIBITS

- A. Map Exhibit A
- B. Ordinance No. 194-22
- C. Public Hearing Notice





NOTICE OF PUBLIC HEARING
February 15, 2022, 6:00 p.m. and
March 8, 2022, 6:30 p.m.
Hearings will be in person, or
by phone/computer, or both.
See Agenda on the City website for details

The City of Millersburg will hold a **PLANNING COMMISSION** hearing on February 15, 2022 at the above time and place, and a **CITY COUNCIL** hearing on March 8, 2022 at the above time and place to consider the action described below. If anyone needs any special accommodations, please let the City know in advance of the hearing. The hearing item may be heard later than the time indicated, depending on the agenda schedule. Interested parties are invited to send in written comment or may testify by phone or online during the hearing. Failure of an issue to be raised in the hearing, in person or by letter, or failure to provide sufficient specific information to allow the Commission an opportunity to respond to the issue will preclude your ability to appeal the decision to the Land Use Board of Appeals based on that issue.

The application, all documents and evidence submitted by or on behalf of the applicant, and the applicable criteria are available for inspection at no cost or copies are available for a minimal cost. Any document request can be made in person, by phone or email, or can be viewed at the following web location- <https://www.cityofmillersburg.org/planning/page/current-planning-applications>. A staff report relating to the applicant's proposal will be available seven days prior to the public hearing at the same web location. For further information, contact Millersburg City Hall at (458)-233-6300.







- APPLICANT:** City initiated
- LOCATION:** The farm property west of Woods Road. Tax Lot 404, 30.53 acres, Tax Lot 200, 57.24 plus a portion of tax lot 300 which is 61.63 acres for a total of 149.4 acres. See Exhibit A.
- CRITERIA:** Millersburg Development Code; Chapter 5.09.050. These criteria also require compliance with the applicable Statewide Planning Goals and Oregon Administrative Rules, 660-004, 660-012, 660-014, 660-015, 660-022, and Oregon Revised Statutes 197.732.
- FILE No.:** DC 21-03
- REQUEST:** The City is proposing to change the Comprehensive Plan Map designation for three properties totaling about 150 acres along the western edge of the City. The City proposes to change the Comprehensive Plan Map designation from 'Agricultural' to 'Residential.' The Zoning designation of Rural (RU) is not proposed to be changed at this time.

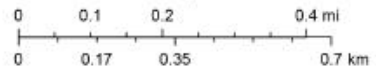
DC 21-03 Comp Plan Amendment



12/14/2021, 2:58:24 PM

1:18,056

-  UGB
-  Tax Lots
-  Highways
-  Roads
-  Railroad
-  City Boundary



Linn County GIS, City of Albany, County of Benton, County of Linn, Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri, Canada, Esri, HERE, Garmin, INCREMENT P, USGS, METU, NASA, EPA, USDA, GeoTerra, 2021

ORDINANCE NO. 194-22**AN ORDINANCE AMENDING THE MILLERSBURG COMPREHENSIVE PLAN MAP (FIGURE 1 OF THE LAND USE CHAPTER)**

WHEREAS, the State of Oregon Land Conservation and Development Commission acknowledged the City's first Comprehensive Plan, and the City adopted said plan in 1983, and revisions to the plan were acknowledged and adopted again in 2001 and 2020; and,

WHEREAS, the 2020 update changed the City from a one-map zoning and Comprehensive Plan Land Use system to a two-map system where the zoning map and Comprehensive Plan Land Use map are separate documents; and,

WHEREAS, the 2020 Comprehensive Plan Land Use map designates as Agricultural the farmed property west of Woods Road identified as tax lots 10S-03W-17-00404, 30.53 acres, 10S-03W-20-00200, 57.24 acres, plus a portion of tax lot 10S-03W-00300 which is 61.63 acres totaling 143.6 acres and,

WHEREAS, the City now wishes to amend the Comprehensive Plan land use designation on the three listed properties from Agriculture to Residential in order to help accommodate future growth; and,

WHEREAS, the existing zoning on the listed properties is not proposed to change and is consistent with both the Agriculture and Residential Comprehensive Plan land use designations; and,

WHEREAS, the Department of Land Conservation and Development (DLCD) received hearing notice thirty-five days in advance of the first Planning Commission hearing on February 15, 2022; and,

WHEREAS, quasi-judicial public hearing notices were sent to all surrounding addresses in the City (200 feet), at least twenty days prior to the of the first Planning Commission hearing on February 15, 2022; and,

WHEREAS, the Millersburg Planning Commission recommended to the Millersburg City Council on February 15, 2022, that the City Council approve the amendment that is the subject of this Ordinance; and,

WHEREAS, the Millersburg Planning Commission and City Council find that the proposal meets all criteria requirements from Section 5.09 of the Millersburg Development Code and all findings are included in the staff report dated January 31, 2022;

NOW, THEREFORE, THE PEOPLE OF THE CITY OF MILLERSBURG DO ORDAIN AS FOLLOWS: the Millersburg Comprehensive Plan Land Use Map (Figure 1 of the Land Use Chapter) is hereby amended to make the Comprehensive Plan land use designation Residential on tax lots 10S-03W-17-00404, 30.53 acres, 10S-03W-20-00200, 57.24 acres, plus a portion of tax lot 10S-03W-00300 which is 61.63 acres:

PASSED by the Council and signed by the Mayor this 8^h day of March, 2022.

Jim Lepin,
Mayor

ATTEST:

Kimberly Wollenburg,
City Recorder

DRAFT



TO: Millersburg City Council
 VIA: Kevin Kreitman, City Manager
 FROM: Janelle Booth, Assistant City Manager/City Engineer
 DATE: March 3 for the March 8, 2022, City Council Meeting
 SUBJECT: Fire Station 15 Project Report

Project Summary:

Architect: Soderstrom
 Owner's Representative: David Evans and Associates
 Contractor: Wildish Building Company
 Construction Notice to Proceed Date: 4/1/2021
 Construction Completion Date: **6/28/2022**
 Project Description: Construction of a 10,200 square foot new fire station, including site work and construction of new public street.

Work Completed Last Two Weeks:

- Interior - tape gyp board, texture
- Electrical gear install
- Exterior sheet rock at patio
- Siding installation continue
- Concrete curbs & gutters at street prep
- Site lighting bases underway
- Bollards at utility court
- Irrigation sleeves in ground

Upcoming Work – Next Three Weeks:

- Paint interior walls
- Timely door frames install
- Grid ceilings install
- Tile restrooms
- Sheetrock in App Bay/Exercise
- Plywood & FRP wainscot
- IT room gear install - need an IT room coordination meeting
- MEP siding trims
- Boring under Old Salem permit
- Site work on hold due to weather
- Opticom install
- Street lighting bases
- Swales
- Courtyard bench footing/wall
- Fencing at Utility Court

- Generator install
- Install exterior HVAC units
- Install gas line/meter

Overall Project Schedule:

- Schedule was previously extended 20 working days, to a final completion date of June 28, 2022. This is due to multiple supply chain issues, as well as rework of the utility court design.

Financial Update:

- Total Invoiced and Paid to Date: \$3,690,303 (61% of total project cost)
- Change Order 1 – miscellaneous framing changes, over-excavation, additional sewer stubs. Total amount of CO 1 – \$34,896.
- Change Order 2 – meeting room window, glazing-only. Total amount of CO 2 - \$1,173.
- Change Order 3 – site electrical modifications, store front door changes, wood framing changes, plumbing modifications for truss deflection, weather barrier at fascia. Total amount of CO 3 - \$50,083.
- Change Order 4 – flashing modifications, louver reframing, relocate UPS to laundry room, move gas line valve. Total amount of CO 4 - \$36,316.
- Change Order 5 – cabinet changes, gas service line reroute and installation of gas main piping. Total amount of CO 5 - \$59,253.

	Original Contract Cost	Change Orders	% of Contract
Total	\$6,025,230	\$181,721	3.0%
Station	\$5,142,570	\$168,939 ^{1,2}	3.3%
Public Infrastructure	\$882,660	\$12,782	1.4%

¹Includes over-excavation of \$3,600 based on price established in bid

²Includes natural gas main line installation to serve future commercial area

Attachment(s):

- Current 3-week look ahead schedule



5395 Millersburg Fire Station 15 Three Week Look Ahead

Schedule #29

Milestones:
 Notice to Proceed: 4/1/21
 Preconstruction Meeting: 4/6/21
 1200C Permit Recieved: 5/4/21
 Start of Work: 5/10/21
 Substantial Completion: 5/30/22
 Final Completion: 6/28/22

SCHEDULE FOR WEEKS: 2/28/2022 to 3/21/2022

Activity	Crew/Sub	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	Remarks
		2/28	3/1	3/2	3/3	3/4	3/5	3/6	3/7	3/8	3/9	3/10	3/11	3/12	3/13	3/14	3/15	3/16	3/17	3/18	3/19	3/20	3/21	
Building Interior																								
Paint Interior Walls Grids C to G	Kilty	Paint	Paint	Paint	Paint	Paint																		
Timely Door Frames Install	TGC								Frames	Frames														
Grid Ceilings	Mid Valley								Grid	Grid														
MEPF Rough in Grid Ceilings	MEPF										Rough In	Rough In	Rough In											
Plywood Ceilings Install	Wildish Building Co.								Wood	Wood	Wood	Wood	Wood											
Tile Restrooms	NW Flooring								Tile	Tile	Tile	Tile	Tile											
Sheetrock to Decking Apparatus Bay & Exercise	Mid Valley	Sheetrock	Sheetrock																					
Tape Sheetrock Grids A to C	Mid Valley	Tape	Tape	Tape	Tape	Tape																		
Plywood Walls Apparatus Bay	WBC								Plywood	Plywood	Plywood													
FRP Walls	WBC											FRP	FRP		FRP									
Prime Walls Grids A to C	Kilty								Prime	Prime														
Paint Interior Grids A to C	Kilty										Paint	Paint	Paint		Paint	Paint	Paint	Paint	Paint					
IT / Comm Room Gear Install	MEP								Install IT Room Gear	Install IT Room Gear	Install IT Room Gear	Install IT Room Gear	Install IT Room Gear		Install IT Room Gear	Install IT Room Gear	Install IT Room Gear	Install IT Room Gear	Install IT Room Gear					
Electrical Room Gear Install	Superior	Electrical Room	Electrical Room	Electrical Room	Electrical Room	Electrical Room																		
Sevice Inspection/ Green tag	Superior								Inspection															
PP&L Power to Building	PPL									PPL	PPL	PPL	PPL											
Building Exterior																								
Tape Sheetrock at Patio	Mid Valley	Tape	Tape																					
Metal Siding Install Grids C to G	JR Swigart	Metal Sidding	Metal Sidding																					
Cement Board Siding	Siding Specialist	Cement Board	Cement Board	Cement Board	Cement Board	Cement Board																		
Prep for Exterior Paint	Kilty								Prep/ Paint	Prep/ Paint	Prep/ Paint	Prep/ Paint	Prep/ Paint											
MEP Siding Trims	MEP subs								Siding Trims	Siding Trims	Siding Trims	Siding Trims	Siding Trims											
Paint Exterior	Kilty														Paint	Paint	Paint	Paint	Paint				Paint	
Overhead Door Jamb Flashings	Santiam				Flashings	Flashings			Flashings															
Overhead Doors Ship	OHD	Ship	Ship	Ship	Ship	Ship																		
Overhead Door Install	OHD								Overhead Doors Install	Overhead Doors Install	Overhead Doors Install	Overhead Doors Install	Overhead Doors Install											
Site Work																								
Boring Under Road Submittal/ Permit	WBC	Boring	Boring	Boring	Boring	Boring																		
Excavate & Pipe North Swale	WCC	Excavate	Excavate	Excavate	Excavate	Excavate																		
Rock Grade for Site Concrete	WCC	Rock	Rock	Rock	Rock	Rock			Rock	Rock	Rock	Rock	Rock											
Opticom & Signals Conduits Install	WCC & Superior			Opticom	Opticom	Opticom																		
Site Electrical Rough In	WCC & Superior	Site Electrical	Site Electrical	Site Electrical	Site Electrical	Site Electrical			Site Electrical	Site Electrical	Site Electrical													
Concrete Curbs and Gutters Street	WCC				Curbs	Curbs																		

Activity	Crew/Sub	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	Remarks
		2/28	3/1	3/2	3/3	3/4	3/5	3/6	3/7	3/8	3/9	3/10	3/11	3/12	3/13	3/14	3/15	3/16	3/17	3/18	3/19	3/20	3/21	
Site Lighting Bases	Wildish / Superior	Site Lighting	Site Lighting	Site Lighting	Site Lighting	Site Lighting																		
Form & Pour Curbs Parking Lot	WCC								Curbs	Curbs	Curbs	Curbs	Curbs			Curbs	Curbs	Curbs						
Concrete Walkways	WCC																						Concrete	
Street Lighting Bases	Wildish Construction Co.	Street Lighting	Street Lighting	Street Lighting	Street Lighting	Street Lighting																		
Build Swales	Wildish Construction Co.								Swales	Swales	Swales	Swales	Swales											
Install Bollards Utility Court	WBC		Bollards	Bollards	Bollards																			
Courtyard Bench Footing & Wall	WBC								Bench Concrete	Bench Concrete	Bench Concrete	Bench Concrete	Bench Concrete											
Fab Courtyard Screen Fence	Norse	Fab	Fab	Fab	Fab	Fab																		
Install Courtyard Screen Fence	WBC											Install	Install											
Fencing Install Utility Court	Oregon Fence	Fence	Fence																					
Generator Ships	Superior								ship	ship	ship	ship	ship	ship	ship	ship	ship							
Generator Install	Superior																	Generator	Generator					
Install ODU 1A & 1B	Jet	ODU	ODU	ODU																				
PPL Site Lighting Coordination	Wildish Building Co.	lighting	lighting	lighting	lighting	lighting																		
NWNG Install Gas Line	NWNG																							
NWNG Install Meter	NWNG																							



TO: Millersburg City Council
VIA: Kevin Kreitman, City Manager
FROM: City Staff
DATE: March 3, 2022, for Council Meeting March 8, 2022
SUBJECT: Project Updates Memo

Monthly Update on Projects:

Staff are currently in the process of implementing many projects and activities in the City to address objectives of the Strategic Plan, direction from Council, and needs staff have identified.

There are many tasks currently in progress. An overview of several specific tasks and projects is provided below.

Water Leak Corrosion Issue

On November 20, a water leak was discovered at Siuslaw Court. An emergency repair was performed, and the leak was fixed. It was determined that the leak was caused by corrosion of the ductile iron pipe. Although the presence of potentially corrosive soils in this area has been identified for some time, this is the first known instance of pipe corrosion in the Millersburg water system. The piping in this area of the city, installed in 1998, is the oldest constructed by private developers. Since 2012, all ductile iron water piping constructed by private developers or as a part of city projects has included additional corrosion control measures.

Millersburg staff have worked with Albany Operations staff to identify the cause of the corrosion in this location and determine whether this is likely to be a localized or more widespread issue. Based on consultation with a corrosion specialist, it has been decided not to do any further visual inspection of pipes at this time and instead perform regular leak detection on quarterly basis. The first leak detection effort occurred in February and identified no audible indications of leakage. We will continue to perform leak detection in this area, as well as some of the surrounding neighborhoods, on a quarterly basis for the upcoming year. The pavement patch in Siuslaw Court will be scheduled for permanent repair in the coming spring/summer.

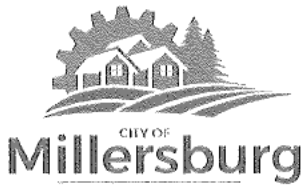
Old Salem Road AC Waterline Abandonment

The City's water system includes approximately 5,100 feet of asbestos cement (AC) pipe along Old Salem Road in the south portion of the City. Due to concerns with aging AC pipe material and the risk of pipe failures, two projects have been planned to abandon the remaining AC water line in the system.

Design is underway on the first project, which will abandon approximately 2,280 feet of AC pipe between Truax Creek and the south end of the Intermodal site. Over the next month, existing customers will be contacted to coordinate scheduling of the work for the coming summer, including temporary shutdowns while the services are transferred to the parallel ductile iron pipe. Staff will also begin coordinating with ODOT for work within state right-of-way.

Woods Road Multi-Use Path

Cross sections and right-of-way impacts are currently being evaluated in order to determine survey limits. It is anticipated that survey work will be contracted and underway this spring. Additionally, plans are moving forward for construction of a temporary sidewalk/path fronting the remainder of the Becker Ridge subdivision as well as the North Oak subdivision, with the possibility of construction as soon as the summer of 2022.



COMMISSION AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED
JAN 26 2022
Item 11

CITY HALL
4222 NE Old Salem Road
Albany, OR 97321
www.cityofmillersburg.org
(458) 233-6300

Commission and/or Committee Preference:

Budget Committee

(list all for which you are applying)

BY:

Name: Douglas N Iverson Preferred First Name: Doug

Residential Information:

Home Address: [REDACTED] NE Summit Dr. Phone: [REDACTED]
 Cellular: [REDACTED]
 E-mail: [REDACTED] Fax: _____
 (Optional)

Employment Information:

Employer's Name: Retired Phone: _____
 Work Address: _____ Cellular: _____
 E-mail: _____ Fax: _____
 (Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Millersburg Commission or Committee. Feel free to provide additional information you wish to share with the City.

- List current or most recent occupation, business, trade, or profession:
 20 years as a technical expert in the US Navy in the Sonar Field.
 14 years working to manufacture computer chips at Intel in Hillsboro, Oregon.
 Have many years experience working in a team environment.

- List community/civic activities. Indicate activities in which you are or have been active:

Attended many City Council meetings before the Covid virus became an issue.

- Indicate why you are interested in serving on this commission or committee and what other qualifications apply to this position.

Was the Secretary for the Masonic Lodge in California employing an employee and was responsible for the accounting of the Lodge Temple Board. Routinely interfaced with the State of California offices for the benefit of the Lodge and the employee.

I am a concerned member of the community.

- What contributions do you hope to make?

To ensure the money of the City of Millersburg is used for the greatest benefit of the city residents.

Please consult the *Guide for Public Officials* and the *Guide for Public Officials 2015 Supplement* that are posted on the state of Oregon's website at <https://www.oregon.gov/ogec/Pages/Guide-for-Public-Officials.aspx> (see

Guide for Public Officials



The guide has been revised to include informational links to statutes and rules to give you a more complete reference tool. Click here to access the guide. Click here for Guide for Public Officials 2015 Supplement.

Douglas J. Hersh

Signature of Applicant

01/26/2022

Date



COMMISSION AND COMMITTEE APPLICATION

(Please print legibly or type)

CITY HALL
4222 NE Old Salem Road
Albany, OR 97321
www.cityofmillersburg.org
(458) 233-6300

Commission and/or Committee Preference:

Marketing + Hospitality or Fun Organizer
(list all for which you are applying)

Name: Amanda Garcia

Preferred First Name: Amanda

Residential Information:

Home Address: [Redacted] Old Salem Rd. NE Phone: [Redacted]
Albany, OR 97321 Cellular: or

E-mail: [Redacted] Fax: [Redacted]
(Optional)

Employment Information:

Employer's Name: Boys + Girls Club Corvallis Phone: [Redacted]
 Work Address: [Redacted] Cellular: [Redacted]
Corvallis, OR 97330 Fax: [Redacted]
(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Millersburg Commission or Committee. Feel free to provide additional information you wish to share with the City.

- List current or most recent occupation, business, trade, or profession:

I am the Director of Programs, Quality, Safety and Volunteers.

- List community/civic activities. Indicate activities in which you are or have been active:

I have been involved with the Juvenile Diabetes Research Foundation, Make a Wish, and Candlelighters for Children with Cancer. I have also helped with all fundraising/community events at the Boys & Girls Club of Corvallis.

- Indicate why you are interested in serving on this commission or committee and what other qualifications apply to this position.

I have quite a bit of experience organizing volunteers and have also organized many fundraising/community events with the nonprofits I am involved with. I have been looking for a way to become more involved in my immediate area and found this opportunity to be very exciting and perfectly timed.

- What contributions do you hope to make?

I am hoping to help organize fun/exciting opportunities for the families in our community to have a chance to be together safely. It has been a very difficult few years and I can think of no better way to contribute than by helping to organize positive, family events.


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Guide for Public Officials



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Click here to access the guide. Click here for Guide for Public Officials 2015 Supplement.


Signature of Applicant

02-01-22
Date

Supplemental Application

Please share with the Committee why you think you would be a good fit for the position you are applying for. We are looking for some idea of how you will fit into a group whose current members have high energy, attention to detail, and the desire to put on the best event possible for residents, Millersburg businesses, and guests.

I love being involved in activities and am a planner by nature. I have experience organizing events and always enjoy working collaboratively with others to complete a task, especially one that benefits my community. I am a very optimistic and high energy person and am passionate about serving not only my community but those around me.

By applying to be on the Events Planning Committee I acknowledge that I understand the level of time commitment involved and that regularly attending meetings are important to the mission of the Committee.

I acknowledge it. 😊

MISSION STATEMENT:

To strengthen and support the growth and development of Millersburg by planning and organizing exceptional community activities.



COMMISSION AND COMMITTEE APPLICATION

(Please print legibly or type)

CITY HALL
4222 NE Old Salem Road
Albany, OR 97321
www.cityofmillersburg.org
(458) 233-6300

Commission and/or Committee Preference:

Run Organizer

(list all for which you are applying)

Name: Kim Wollenburg Preferred First Name: Kim

Residential Information:	
Home Address: <u>[REDACTED]</u> <u>Millersburg OR 97321</u>	Phone: <u>N/A</u> Cellular: <u>[REDACTED]</u>
E-mail: <u>kimbwoll@yahoo.com</u>	Fax: <u>N/A</u> <i>(Optional)</i>

Employment Information:	
Employer's Name: <u>City of Millersburg</u> Work Address: <u>4222 NE Old Salem Road</u> <u>Millersburg OR 97321</u>	Phone: <u>458-233-6300</u> Cellular: <u>[REDACTED]</u>
E-mail: <u>kwollenburg@cityofmillersburg.org</u>	Fax: <u>N/A</u> <i>(Optional)</i>

Please provide information as requested below to describe your qualifications to serve on this City of Millersburg Commission or Committee. Feel free to provide additional information you wish to share with the City.

- List current or most recent occupation, business, trade, or profession:

Currently work for the City of Millersburg as the City Recorder. Been in this role since January 2018.

- List community/civic activities. Indicate activities in which you are or have been active:

Participated in the Events Planning Committee in 2018 and 2019, assisting with the Millersburg Celebration.

Just started assisting the Morningstar Grange with various tasks and upcoming events.

Over my past history, I've planned and ran a number of events such as an annual readers' luncheon with attendance of up to 300; president of a horseback riding club where we performed in parades and had a monthly gymkhana (games on horseback).

Coordinated and ran open houses and employment events at various positions I've worked.

- Indicate why you are interested in serving on this commission or committee and what other qualifications apply to this position.

I love being a member of the Events Planning Committee and helping the celebration be successful in the past. I like giving back to the community where I live and since I love events planning, this is a perfect fit. Over the past 20 years or so, I've done a lot of event planning for things like I noted above - a readers' luncheon, several writer conferences, events for horse lovers, and put on open houses at various places I've worked such as for a law office, an accounting firm, and telemarketing company.

- What contributions do you hope to make?

My goal is to help make the Run a huge success with increased attendance and fun that will also contribute to the overall success of the annual Celebration. I'd also like to participate in the Celebration of Lights and make that as equally successful and fun.

Please consult the *Guide for Public Officials* and the *Guide for Public Officials 2015 Supplement* that are posted on the state of Oregon's website at <https://www.oregon.gov/ogec/Pages/Guide-for-Public-Officials.aspx> (see

Guide for Public Officials



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Click here to access the guide. Click here for Guide for Public Officials 2015 Supplement.

Kimberly A Wollenburg

Digitally signed by Kimberly A Wollenburg
Date: 2022.02.09 10:10:02 -08'00'

2/9/2022

Signature of Applicant

Date

Supplemental Application

Please share with the Committee why you think you would be a good fit for the position you are applying for. We are looking for some idea of how you will fit into a group whose current members have high energy, attention to detail, and the desire to put on the best event possible for residents, Millersburg businesses, and guests.

I'm a good fit because not only have I been involved and am familiar with past celebrations including the Run, I have high energy and enthusiasm, work well with others, love excelling and doing a good job, and love my fellow Millersburg residents. I'm easy to get along with and very flexible. I want to help the Celebration be the best it can be and get better every year and assist in other fun events that make Millersburg a great place to live and work.

By applying to be on the Events Planning Committee I acknowledge that I understand the level of time commitment involved and that regularly attending meetings are important to the mission of the Committee.

Yes, I do.

MISSION STATEMENT:

To strengthen and support the growth and development of Millersburg by planning and organizing exceptional community activities.



TO: Millersburg City Council
 VIA: Kevin Kreitman, City Manager
 FROM: Matt Straite, Community Development Director
 DATE: March 1, 2022 for the March 8, 2022 City Council Meeting
 SUBJECT: Resolution of Support for LGGP Grant Application

Action Requested:

Adoption of Resolution 2022-03.

Discussion: The Oregon Parks and Recreation Department administers a grant program called the Local Government Grant Program (LGGP) which assists in funding for planning and development of new recreational facilities, mostly trails and parks. Council has previously expressed their interest in pursuing grant funds to assist with planning for the new park site located near the intersection of Millersburg Drive and Sedona Road. More specifically, this grant would fund consultant assistance, which would include public outreach to receive community feedback on the development aspects. This will provide assistance to the Parks Commission in determining a conceptual park design, which can then be forwarded to Council as a recommendation for consideration.

The requirements of the grant will also include approval through a land use process by the city. Actual construction level documents would be funded separately and may also involve a grant request.

As a requirement of the grant application, staff is requesting Council adoption of the attached resolution supporting the grant application.

Budget Impact:

This program is a reimbursement grant program. The City would be budgeting \$40,000 for the development of conceptual design if the grant is approved. The City would be responsible to pay for all services and then seek reimbursement from the State Parks Department. There is a 20% match requirement, that may be eligible to be met by in-kind staff time resources. If the grant is awarded the funds would be included in the fiscal year 2022-2023 budget.

Recommendation:

Staff recommends Council approval of Resolution 2022-03 supporting the submittal of a grant application in the amount of \$40,000 for a conceptual park design.

Attachment(s):

- Resolution 2022-03 Expressing Support of LGGP Grant Application

RESOLUTION NO. 2022-03

**A RESOLUTION INDICATING COUNCIL SUPPORT OF A LGGP
PARKS GRANT APPLICATION**

WHEREAS, the Oregon Parks and Recreation Department Local Government Grant Program (LGGP) is accepting applications for Local Government Grants addressing park needs; and,

WHEREAS, the City of Millersburg desires to participate in this grant program to the greatest extent possible as a means of addressing park needs; and,

WHEREAS, the City Council and staff have identified a need for public outreach, conceptual park design, and land use approval for the north Millersburg park site as a high priority need in the City of Millersburg; and,

WHEREAS, the City of Millersburg has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and,

WHEREAS, the north Millersburg park is specifically listed as a future park in the City’s Park Master Plan; and,

WHEREAS, the City owns the property for the future park; and,

WHEREAS, the LGGP requires the City Council to express support for the proposed projects in order to begin the grant funds application process,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MILLERSBURG, OREGON, that the City Council authorizes its support for the submittal by staff of a grant application to the LGGP for the public outreach, conceptual design, and land use approval of the north Millersburg park in the amount of up to \$40,000.

Effective Date: This Resolution shall be effective upon its adoption.

Duly Adopted by the City Council this 8th day of March, 2022.

Jim Lepin
Mayor

Attest:

Kimberly Wollenburg
City Recorder