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**City of Falls City**  
**City Council Regular Meeting Minutes**  
**March 02, 2020 6:00 PM**  
**Meeting Location: 320 N Main Street, Falls City, Oregon 97344**

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**Council Present:** Lori Jean Sickles, Jennifer Drill, Cliff Lauder, Dennis Sickles

**Staff Present:** Mac Corthell, City Manager; William Sullivan, Community Development & Outreach Coordinator; Jamie Ward, City Clerk

**1.1. Call to Order**

Mayor Gordon called the meeting to order at 6:09PM

**1.2. Roll Call**

Clerk Ward took roll call. Tony Meier was absent; T.J. Bailey arrived at 6:33PM

**1.3. Pledge of Allegiance**

Mayor Gordon led the pledge.

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

A motion was made by Councilor L. Sickles and seconded by Councilor D. Sickles to adopt the entire agenda with the addition of a Camping Permit. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Cliff Lauder, Dennis Sickles

**3. Consent Agenda**

A motion made by Councilor L. Sickles and Seconded by Councilor D. Sickles to adopt the consent agenda. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Jennifer Drill, Cliff Lauder, Dennis Sickles

**4. New Business**

- a. City Manager Corthell went over the group camping permit that was submitted for 7:00AM Thursday March 19 through dusk Sunday March 22, 2020. Dan Shell is the point of contact on the permit and also the vice-president of Black Rock Mountain Biking Association (BRMBA). Corthell stated that he had a conversation with Mr. Shell about doing some more work with the City in the future. Corthell stated that the permit states that no more than eighty (80) campers are allowed. Corthell also spoke with Fire Chief Bob Young regarding outside camp fires. Young felt comfortable with allowing campfires but they could not exceed three (3) feet in height and diameter. Corthell also stated that compliance with DEQ rules would be required. Campers must follow all conditions and camp rules stated within the permit and must have the permit at their campsite at all times.

Councilor Drill asked about fees and what the difference is between renting the park and renting the day use gazebo permit?

Corthell stated that the city can't charge for a camping permit because it would affect recreational immunity.

Mayor Gordon said that the recreation fee the city currently charges is for the gazebo only.

A motion made by Councilor D. Sickles and Seconded by Councilor L. Sickles to approve the Group Camping Permit for March 19 through March 22. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Jennifer Drill, Cliff Lauder, Dennis Sickles

- b. Ordinance 558-2020 was noticed to the public at City Hall, in writing, on February 21, 2020. City Manager Corthell explained that this Ordinance is to extend the Pacific Power Franchise by ten (10) additional years. All other terms of the agreement will remain the same.

Adopted at the first reading by unanimous vote of quorum of the City council on March 02, 2020

A motion made by Councilor J. Drill and Seconded by Councilor C. Lauder moved that the City Council of the City of Falls City adopt Ordinance 558-2020 Electric Utility Franchise Agreement Extension. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Jennifer Drill, Cliff Lauder, Dennis Sickles.

- c. City Manager Corthell read his staff report (See Exhibit A) on awarding a contract for the Parry Rd. main replacement.

After brief Council discussion a motion was made.

A motion made by Councilor J. Drill and Seconded by Councilor L. Sickles to move that the City Council of Falls City authorize the award of the \$99,110.00 Parry Rd. Main Replacement Project to K&E Excavating. Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Jennifer Drill, Cliff Lauder, Dennis Sickles.

**Regular City Council Meeting Adjourned at 6:30 PM**

**Work Session called to order at 6:34 PM**

## **5. Work Session**

- a. Community Outreach and Development Coordinator William Sullivan presented a PowerPoint on what economic development means, goals, categories of economic development, Falls City economic strengths, and possible obstacles (See exhibit B).

Corthell brought up a conversation he heard at the Annual State of the City where a woman asked about the pathway from the High School to the Grade School. Her concerns were regarding how unsafe that path is. Corthell stated that a lot of the projects Sullivan is working on are all tied together and will be beneficial to the City.

- b. Corthell went over ideas that were discussed at the Goal session on developing Falls City as a destination city and a gateway to nature. He read a list of tasks the City is facing to get Council unified. Among those tasks, Code Enforcement and City Beautification have been a council goal for the Past three (3) years. The Doctors Clinic and pocket park follow, Corthell stated that Sullivan has been receiving bids from contractors and would present to Council at the April meeting.
- c. Corthell wanted Council to read over The City Code regarding customer's backflow responsibility. Corthell stated that the City finished its annual backflow testing and one

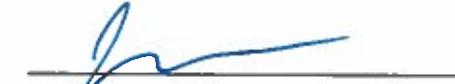
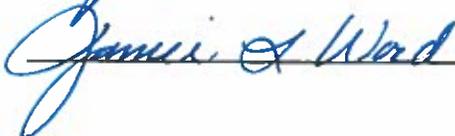
hundred and twenty six (126) backflows failed and need to be replaced. Public Works Committee held a meeting and was presented by Scott Ruyle of West Coast Cross Connection. Ruyle stated he is willing to cut the cost for residents if the city buys in bulk. Mr. Ruyle offered to fix the backflow devices for one hundred and fifty dollars (\$150.00) per backflow if the city paid for one hundred (100) or more at a time. Mr. Ruyle said that they typically run customers between two hundred and fifty (\$250.00) to four hundred (\$400.00) dollars per backflow device, depending on what needed to be replaced. Council talked about ramifications of not fixing backflows. Corthell stated it is risking contaminating the water system and is not something we can allow to happen due to State Laws.

Council discussed different ideas of how to notify and charge customers a monthly payment option to ease the financial effects this could put on local families. Corthell stated he would look into the utility program to see if it were even possible to regulate through it or if it something Staff would have to keep track of in office. Corthell stated he would put together a proposal for the next meeting for council to look over and approve or change.

d. The next work session was not scheduled.

**6. Adjourn**

The meeting adjourned at 8:11 pm.

Attested:  Mayor, Jeremy Gordon  
 City Clerk, Jamie Ward

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**AGENDA REPORT**

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** CITY MANAGER, MAC CORTHELL  
**SUBJECT:** PARRY RD. WATER MAIN PROJECT AWARD  
**DATE:** MARCH 2, 2020

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**SUMMARY**

Awarding contract for Parry Rd. Main Replacement.

**BACKGROUND**

Replacing the water main on Parry Rd. is a priority in the water master plan. In 2019, a developer proposed a partition to a lot on Parry Rd. that required replacement of the main to properly serve the property with water service. Additionally, the main must be replaced to provide proper fire service to the area by installing a hydrant where the existing line could not support one.

Finally, replacing the water line in conjunction with the development will save the city 28.6 cents on 1.00 by requiring the developer to pay for the proportion of the upgrade that will serve their properties.

**PREVIOUS COUNCIL ACTION**

In 2017 the Falls City Water Master Plan was adopted by the City Council. That plan lists replacement of the water main on Parry Rd. as a 1A priority (highest level).

In 2018 the City Council approved partition 18-20 with water connection and fire safety conditions that cannot be met without this project.

**FINANCIAL IMPLICATIONS**

The cost to the City will be approximately \$78,000 for the \$109,000 project. The funds are available in the Utility Reserve fund which is appropriate for use on water system capital improvements.

**STAFF RECOMMENDATION**

Concur with City Engineer and award the Contract to the low bidder, K&E Excavating.

**ATTACHMENTS**

1. City Engineer's Recommendation to Award
2. Bid Tabulations

**PROPOSED MOTION**

I move that the City Council of Falls City authorize the award of the \$99,110 Parry Rd. Main Replacement Project to K&E Excavating.

# ECONOMIC DEVELOPMENT

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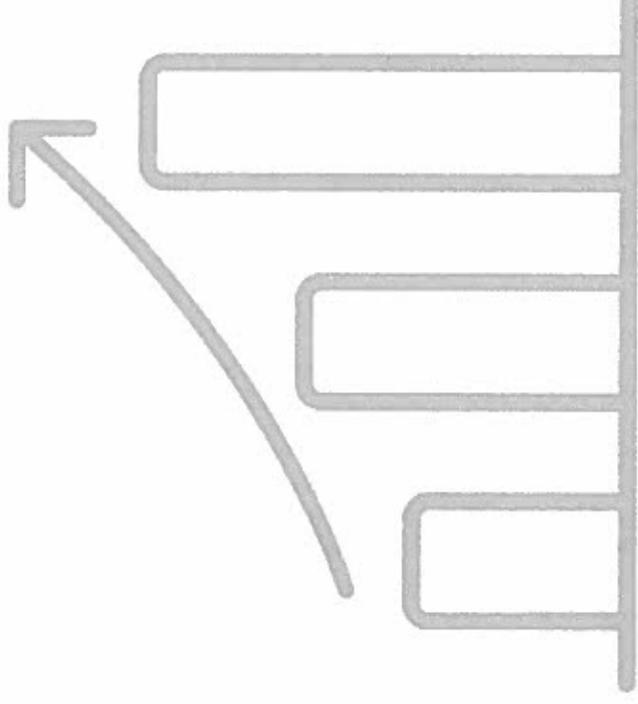
Falls City City Council

Worksession

March 2, 2020

## Goals

- To discuss economic development
- Share status updates on project work
- Brainstorm future projects



# Economic Development



## Definition

- “Economic development is the process of creating wealth through the mobilization of human, financial, capital, physical, and natural resources to generate marketable goods and services. The economic developer’s role is to influence the process for the benefit of the community through expanding job opportunities and the tax base.”  
(American Economic Development Council)



# Goals of Economic Development

- Make current employers more competitive
- Attract new employers
- Capture more local dollars inside the community
- Attract visitors to access outside sources of capital
- Improve quality of life
- Develop economic resilience



# Categories of Economic Development

- Broadband access
- Business and job creation
- Business and job growth and expansion
- Business retention
- Enhancements and improvements to infrastructure
- Workforce training
- Attainable housing
- Downtown revitalization
- And so many more...

# Benefits of Economic Development

- Maintain and increase the tax base
- Revenues increase faster than the cost of municipal services
- A labor force with marketable employment skills
- Economic vitality for commercial and industrial areas
- Economic environment that supports creation of new businesses and expansion of existing businesses
- Create and retain jobs, increase per capita income, and improve community image
- Reduce physical and economic blight
- Provide more community services like police, fire, libraries, parks, etc.
- Diversify the economic base
- Be self-sufficient
- Maximize value of property through highest and best use and raise the overall standard of living of residents
- Consume locally produced products in the local market, keeping money in the community



# Falls City's Economic Strengths

- Opportunity in the Clinic building
- Outdoor recreation- Black Rock Mountain Bike Area and Valley of the Giants
  - Different landscape and amenities than other Polk County communities
- Parks
- Placemaking – rural character
- Falls City School District and youth involvement
- Community Vision established



# Falls City's Economic Obstacles

- Wastewater infrastructure
- Distance from major thoroughfares
- High-poverty, high-disability
- Workforce qualifications
- Inadequate housing (inventory, quality, rentals)
- Lack of economic diversity



## Where are we now?

- Early in our journey, but economic development is a long-term goal
- Council has established outdoor recreation (in 2020) and economic development (in 2018) as goals
- Only 44.6% of residents are employed or looking for work (vs. 62.2% of state average)
- 370 residents in the workforce (77.1% work outside Falls City)
- Big projects (wastewater project, code services, housing improvement through CDBG) will boost economic development
- Improved relationships with neighboring cities and partners
- RDI delivered the Economic Resilience Plan
- The Community Visioning process is complete and we have a citizen group (Falls City Thrives) ready to spearhead work



# Valley of the Giants

## What we have done

- Have secured support from:
  - Dallas, Monmouth, and Independence economic development teams
  - Polk County Tourism Alliance
  - Regional Solutions coordinator (Governor's Office)
  - Polk County Board of Commissioners
  - Senator Merkley's office

## Next steps

- Conversation with BLM in April
- Continuing outreach to timber companies
- Submit formal proposal to Oregon Solutions, who will convene team to move project forward

# Clinic - Business Incubator

## What we have done

- Bids are coming in and will come in front of Council soon!
- Falls City Thrives can manage many day-to-day items to alleviate admin burden
- Pocket park grant application was submitted and we will hear back in April!

## Next steps

- Lining up interested tenants and building out a map to make back renovation costs
- Council will have options in contractors soon
- Parks and Rec Committee will discuss pocket park further at March meeting, before that comes to Council



# Greenway

## What we have done

- Originates from the Transportation Systems Plan (2013) and Master Parks Plan (2017)
- Goal is to increase pedestrian safety, walkability, and the N. Main/Mitchell/Bridge traffic island
- Regional Solutions has adopted the project and will provide support
- School Board is in support
- Working to link nicely with Chamberlain Road work
- Have minimized City's burden for \$700,000 project to only \$40,000 (94.2% at no cost to Falls City)

## Next steps

- April 1-June 15: Letter of Intent
- June 1-August 31: Application
- End of 2020: Notification of grant decisions

# THE APPROACH

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As big projects are chipped away at, make smaller “quality of life” improvements.

# WHAT ABOUT DOWN THE ROAD?

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# Ideas for the Future

- Workforce development – holding GED and vocational training classes in Falls City
- Establishing accommodations (like camping and AirBnBs)
- Connect Main Street to local agriculture
- Develop strategies to cater to visitors already coming for Falls City, like mountain bikers
- Further aesthetic improvements to North Main Street
- What are some other ideas?



## What can Councilors do?

- Act as liaisons (explain economic development to the public and report to the City on any leads)
- Develop strategy (long-term thinking with short-term action)
- Continue to invest in economic development and infrastructure
- Work together but champion projects