

November 3, 2022 at 6:00pm
City Council Meeting
Audio/Video Teleconference
City Hall Conference Room
48318 E. 1st Street
Oakridge OR, 97463



REGULAR MEETING

1. CALL MEETING TO ORDER

2. Pledge of Allegiance

3. Roll Call

4. Additions, Corrections or Adjustments to the Agenda

5. Public Comment – 30 Minutes

Individual speakers must be recognized by the presiding officer, provide their name and address, and are allowed up to 3 minutes to speak. The Council will not engage in discussion or make any decisions based on public comment. The Council may take comments under advisement for discussion and action at a future Council meeting.

6. Mayor Comments / Announcements / Proclamations

7. Council Comments / Announcements

8. Consent Agenda

8.1 Minutes from previous City Council meetings (Dates TBD)

9. Business from the City Council

9.1 Committee Appointments

Karin Thompson – Public Safety Committee

Linda Dunham – Budget Committee

Jill Mardin – Library Board

9.2 Report from Audit Committee on 2021 Financial Report

9.3 Transient Warming Center Proposal (Kathy Holston)

9.4 Christmas Lights for City Hall and City Tree Funding Request

9.5 Hills Street "Turn-Around" Issue Update

9.6 Renewal of MOU with RAIN

9.7 Crosswalks & Storm Drains Art Project (UBRA/Elise O'Brien/Rick)

10. Business from the City Administrator

11. Staff Reports

11.1 Monthly Financial Report from Finance Director Colleen Shirley

13. Ordinances, Resolutions and Public Comments

14. Public Hearings

15. Appointments

16. Public Comment

17. Adjourn

This will be a remote participation meeting. Citizens have four ways of attending and commenting:

- 1. On your computer, tablet or smartphone go to <https://us02web.zoom.us/j/3664311610>**
- 2. On your telephone, dial: 669-900-9128, then enter Meeting ID: 366 431 1610.**
- 3. Send comments by email to: cityadministrator@ci.oakridge.or.us by 2pm the day of the meeting.**
- 4. While discouraged due to the pandemic, you may attend in person at City Hall.**

Detailed instructions are available at City Hall, on the city website, and the city Facebook page.

Accommodation for Physical Impairments: In order to accommodate persons with physical impairments, please notify the City of any special physical or language accommodations you may require as far in advance of the meeting as possible. To make arrangements, Contact City Hall at 541-782-2258. For the hearing impaired, City's TTD Number is 541-782-4232.



City of Oakridge form for Individual Volunteer Activity

Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in:

Name: Jill Mardin

Address: 48479 E First - 97463 / PO Box 912 97463

Is your residence in the City of Oakridge: YES NO

Telephone where you can be reached: [Redacted]

Employer/Occupation: Retired

E-mail Address: [Redacted]

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

45 years in work force
10 years in community organizing

Social Work
HR Management
Teaching

In order to do a brief background check, please provide the following information:

Date of Birth: [Redacted]

Place of Birth: New York

Served on
several boards
in various
places

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): Jill Mardin

Participant Signature: Jill Mardin

Date: 9-5-22



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

I love Oakridge and its people. I want to see it thrive. Community services through the Library is vital. I believe many things can be accomplished to better our community physically and by inclusion. Published Poet & Bookworm.

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission

Budget Committee

Audit Committee

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing

WAC Subcommittee



City of Oakridge form for Individual Volunteer Activity

Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in:

PUBLIC SAFETY COMMITTEE

Name: KARIN E. THOMPSON

Address: 76322 ROCK RD. - OAKRIDGE, OR 97463
(P.O. BOX 1896)

Is your residence in the City of Oakridge: YES NO

Telephone where you can be reached:

[REDACTED]

Employer/Occupation:

RETURN COORDINATOR

E-mail Address:

[REDACTED]

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

MENTAL HEALTH WORK - 45 YEARS - WORK IN BUREAU OF MENTAL HEALTH & COMMUNICATIONS ADDICTED TREATMENT, JAILS / PRECINCT / COOKING MENTAL HEALTH - CRISIS RESPONSE FOR COOS CO JAIL SUPERVISOR / CLIENTS

In order to do a brief background check, please provide the following information:

Date of Birth:

[REDACTED]

Place of Birth:

[REDACTED]

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed):

KARIN E. THOMPSON

Participant Signature:

[Handwritten Signature]

Date:

10-23-22

10/24/22 RECEIVED



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

I AM INTERESTED IN PUBLIC SAFETY COMMITTEE TO HELP PROMOTE SOME TRAIL PROJECTS, CRIME AND ORDER AND AT TRAILHEADS. I HAVE WORKED I AM CAPABLE OF SUPERVISING WITH CITIZEN PARTICIPATION COMMUNITY SERVICE HERE - GIVE PROBLEMS WITH DEEMERIALIZED OF MEMBERS & D.A. DECISION NOT TO PROSECUTE.

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission

Budget Committee

Audit Committee

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing

WAC Subcommittee



City of Oakridge form for Individual Volunteer Activity

Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in:

Name: Linda Dunham

Address: 47775 Berry St B-12

Is your residence in the City of Oakridge: YES NO

Telephone where you can be reached: [REDACTED]

Employer/Occupation:

E-mail Address: [REDACTED]

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

In order to do a brief background check, please provide the following information:

Date of Birth: [REDACTED] **Place of Birth:** [REDACTED]

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): Linda Dunham

Participant Signature: Linda Dunham

Date: 10-18-22



If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

I ~~want~~ would love to be more involved in the community of Oakridge, my Ideas would gear, teens in our community.
towards

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

Planning Commission

Budget Committee

Wac Subcommittee

Administration Committee

Library Board

Parks & Community Services Committee

Public Safety Committee

Economic Development Advisory Committee

Rural Tourism & Marketing



City of Oakridge form for Individual Volunteer Activity
Those applying to be appointed to Council Boards or Committees are required to be present at Council Meeting for Appointment. Contact City Hall to confirm date.

Committee or type of volunteer work you are interested in:

Name: *Trudy L Hammond*

Address: *76349 Willamette Way*

Is your residence in the City of Oakridge: YES NO

Telephone where you can be reached: *541-214-5821*

Employer/Occupation: *Volunteer animal services*

E-mail Address: *trudy5765@gmail.com*

Do you have any special training, experience, knowledge or abilities that are related to this position or that would help the work of this position:

Former Committee member returning to continue contribution in an efficient city resource, public safety, and administrative approach in modernized country/rural living.

In order to do a brief background check, please provide the following information:

Date of Birth: *7/8/65*

Place of Birth: *Eugene OR*

I understand that I will be responsible and liable for damage or injury to any persons or property resulting from my actions during this activity. I shall indemnify, hold harmless and release the City of Oakridge, its employees, agents and representatives against any and all damages, claims, demands actions, causes of action, costs, and expenses of whatsoever nature as a result of my actions during this activity and will notify the City in the event a third party is injured as a result of this activity.

I, the undersigned participant, acknowledge that I have read and understand the above release.

Participant Name (Printed): *Trudy L Hammond*

Participant Signature: *Trudy L Hammond*

Date: *10/31/2022*



N/A

If participant is under age 18, a parent or guardian must sign this form.

As the parent or legal guardian of the above-listed minor, I hereby grant permission for my child to participate in the volunteer service program described above. My signature below represents that I have read, understand the consent to the terms and conditions of this document.

Parent/Guardian Name (Printed):

Relationship to participant:

Parent/Guardian signature:

Date:

If applying for a Board or Committee, please tell us why you are interested in serving.

Please check mark any other City Committees, Boards, or Commissions Seat you are currently holding and/or any other City Committees, Boards, or Commissions Seat you are applying for below:

- | | | | | | |
|--------------------------|-------------------------------------|---|--------------------------|--------------------------------------|-------------------------------------|
| Planning Commission | <input type="checkbox"/> | Budget Committee | <input type="checkbox"/> | Wac Subcommittee | <input checked="" type="checkbox"/> |
| Administration Committee | <input checked="" type="checkbox"/> | Library Board | <input type="checkbox"/> | Parks & Community Services Committee | <input type="checkbox"/> |
| Public Safety Committee | <input checked="" type="checkbox"/> | Economic Development Advisory Committee | <input type="checkbox"/> | Rural Tourism & Marketing | <input type="checkbox"/> |

COMMITTEES

Terms	Admin.	Parks & Community Services	Public Safety	Audit Committee	Charter Review (Sub-C)	Budget	Library Board	RTMP & TRT	Planning Commission	OEDAC	WAC (Sub-C)
Staff:	CA, City Recorder	CA	Police Chief	Finance Director	2nd Wednesday at 6pm via Zoom only	Finance Director, Police Chief	Georgianne Samuelson	Mayor, Finance Dir & CA	CA, Planner	Mayor	Mayor
Meeting Dates:	NO QUORUM! (2nd Wed @4)	2nd Monday at 5:30pm	?	3rd Monday at 6pm	2nd Wednesday at 6pm via Zoom only	Varies	Varies	NO QUORUM!!!	3rd Tues at 7pm	NO QUORUM	1st & 3rd Mondays at 6
Councilor	Kinyon	Whitney	Coker	Hollett & Kinyon	Kinyon	ALL	Spliethof	Mayor, Whitney, Kinyon	N/A	Hollett	Mayor, Hooker, Whitney
CONTACT	Kinyon	Whitney	Coker	Colleen (Finance)	Matt McNatt	Hollett	Georgi Samuelson (Librarian)	Hollett	Gobelman	Hollett	Hollett
2024, 2027	Jeri Reed	Jason Nehmer	Larry Sweet	Brenna Chrisman	Matthew McNatt	Jeri Reed	Annie Brown	OPEN	Kevin Gobelman	Kevin Gobelman	Sheri Kendall
2024, 2027	Amy Kelley	Leo Robb	Cameren Anderson	David Anderson	Sarah Alte	April Allen	Jessica Atkins	OPEN	Gail Partain	George Custer	Bobbie Whitney*
2022, 2025	OPEN	Lynda Kammerrer	Ackland	Ackland	Jan Christens	Brenna Christman	Jeanne Cabello-	OPEN	Jeff Reed	OPEN	Bev McCaully
2022, 2025	OPEN	Charles Nichols	*Karin Thompson	Sue Cathcart	Sue Cathcart	Jan Christensen	Terry Deloach	OPEN	John McClelland	OPEN	Jamie Lloyd
2023, 2026	OPEN	Kevin Gobelman	OPEN	OPEN	Chrs Wincheste	Benjamin Sachdeva	Julea Yoder	OPEN	Donald Grant	OPEN	Lauri O'Neill
2023, 2026	OPEN	Barbara Counsil-Burney	OPEN	OPEN	Chris Harder	Lisa Samuelson	Robert Woodson	OPEN	OPEN	OPEN (optional)	Thompson
Seat 7			*approved applicant		OPEN (up to 15)	*Linda Dunham	*Jill Mardin	OPEN	OPEN	OPEN (optional)	*Linda Dunham
Seat 8						*Applicant	*approved applicant				
Seat 9					*As of: 10/27/22						*applicant OPEN (up to 15)

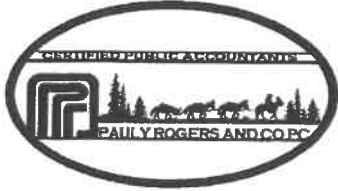
**CITY OF OAKRIDGE
LANE COUNTY, OREGON**

MANAGEMENT LETTER

FOR THE YEAR ENDED JUNE 30, 2021



**12700 SW 72nd Ave.
Tigard, OR 97223**



PAULY, ROGERS AND CO., P.C.
12700 SW 72nd Ave. ♦ Tigard, OR 97223
(503) 620-2632 ♦ (503) 684-7523 FAX
www.paulyrogersandcocpas.com

May 2, 2022

To the Honorable Mayor and City Council
City of Oakridge
Lane County, Oregon

In planning and performing our audit of the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of City of Oakridge (the City) as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the internal control. Accordingly, we do not express an opinion on the effectiveness of the internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in internal control to be significant deficiencies:

1. Journal Entries

During our testing we noted that there was no assigned reviewer for manual journal entries, and that all but five manual journal entries showed no evidence of approval. We recommend that manual journal entries are reviewed by a second individual independent of the person responsible for entering journal entries, and that review be documented with a signature and date to enhance internal controls.

2. Bank Reconciliations

During our testing of bank reconciliation we were made aware that there is no reviewer for bank reconciliations prepared by the finance director. We recommend that bank reconciliations are reviewed by a second individual independent of the person who prepares the reconciliations, and that review be documented with a signature and date to enhance internal controls.

Other Matters – Best Practices

1. Governing Body Monitoring

An integral part of internal controls is the monitoring of financial activities by those charged with the governance (the Board). This can be accomplished by asking specifically designed questions to senior staff, by reviewing basic financial statements and projections and by comparing financial results to pre-established benchmarks. While the Board participates in the budget adoption process and receives staff prepared basic financial statements, these only partially fulfill the monitoring function. We recommend that the Board articulate their monitoring practices and record in the minutes when those activities occur.

2. Stale-Dated Checks

We noted several stale dated checks dating back to 2010. We recommend that the City implement a policy that conforms to Oregon Unclaimed Property Law, which includes making and documenting efforts to find owners with property valued at \$100 or more and remitting unclaimed property to the State by the required time frame. See the full requirements for unclaimed property at Oregon.gov.

3. Intellectual Property

In the documents provided to us, we saw no indication of a City policy regarding the ownership of intellectual property developed by staff either using City assets or during employment hours at the City. We recommend the creation of a City policy, if one is not already in place, to address the potential creation of patents, copyrights, and other claims on intellectual property using City assets or time.

4. Fidelity Insurance Coverage

In reviewing fidelity (employee honesty) insurance coverage, we noticed that the cash balances carried are in excess of the insurance coverage. We recommend that the Board examine this exposure risk and make a determination as to the amount of insurance coverage they feel is prudent in regard to their oversight.

5. Duplicate Invoice Entry

During accounts payable testing, we noted that there were checks in the accounts payable aging report as of June 30, 2021 that had already been paid during the year. After further investigation, it was determined that these were the result of duplicate invoice entries into Asyst. We recommend routine monitoring of Asyst entries to avoid and correct duplicate invoice entries.

6. Minimum Number of Appropriated Funds

We noted that the City has more than the legally required number of funds. According to NCGA Statement 1, Paragraph 4, "Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, however, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration." We recommend that the City consider closing funds that are not required to be in a separate fund or consolidating them into related funds. Both GFOA (Government Finance Officers Association) and GASB (Governmental Accounting Standards Board) encourage governments to use the minimum number of funds.

7. Disbursement Documentation

In our testing of disbursements, we noted several instances in which there was no approval or backup documentation for the disbursement. We recommend that each disbursement goes through a documented approval process and that all supporting documentation is recorded and stored for future reference.

8. Revenue and Receivable Balances

In our testing of both revenue and receivable funds, significant changes in account balances were unable to be explained by staff. We recommend that all income streams be supported by documentation that is stored for future reference.

This communication is intended solely for the information and use of management and the Board of Directors, and is not intended to be, and should not be, used by anyone other than these specified parties.



Roy R. Rogers, CPA
PAULY, ROGERS AND CO., P.C.



Summary of Revenues and Expenditures

Please refer to instructions on next page.

A. Municipal corporation information			
Municipality name:	City of Oakridge		Reporting period: From
Address line 1:	PO Box 1410		To
Address line 2:			07/01/2020
City, state, ZIP:	Oakridge	OR 97463	06/30/2021
Check if new address:	<input type="checkbox"/>	Report type:	Audit
If this is the final report, please enter the last date of operations:			Opinion issued: Unmodified
			Basis of accounting: GAAP

B. Financial statement audit – Reported deficiencies	
<p>1. Regarding internal controls over financial reporting, how many significant deficiencies and material weaknesses were reported? 2</p> <p>2. Of those control deficiencies reported, how many resulted in the following: Accounting errors/Misstatements: 0 Noncompliance: 0</p>	<p>3. How were deficiencies communicated? Check all that apply.</p> <p><input type="checkbox"/> Report issued in accordance with Government Auditing Standards</p> <p><input type="checkbox"/> Communication in accordance with Statements on Auditing Standards AU-C 265 "Communicating Internal Control Related Matters Identified in an Audit"</p> <p><input type="checkbox"/> Other (specify communication): _____</p> <p><input type="checkbox"/> No deficiencies</p> <p>Per OAR 162-010-0230, a copy must be filed with Secretary of State.</p>

C. Summary of revenues and expenditures

Revenues and/or receipts		Expenditures and/or disbursements	
a. Revenues from government-wide statement of activities:	\$ 6,030,431	a. Expenditures from government-wide statement of activities:	\$ 5,933,167
b. Fiduciary fund additions:	\$ 0	b. Fiduciary fund deductions:	\$ 0
c. Gross revenues subtotal (a + b):	\$ 6,030,431	c. Gross expenditures subtotal (a + b):	\$ 5,933,167
d. Revenues of component units:		d. Component unit expenditures reported with primary government:	
e. Taxes, assessments and other collections to be distributed to other governments:		e. Turnovers to other municipal corporations:	
f. Exempt revenue subtotal (d + e):	\$ 0	f. Exempt expenditures subtotal (d + e):	\$ 0
g. Net revenues (c – f):	\$ 6,030,431	g. Net expenditures (c – f):	\$ 5,933,167

D. Filing fee:	\$ 300
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E. Submitted by	
Auditor name: Roy R Rogers, CPA	Municipal license number: 0658
Firm name: Pauly, Rogers & Co., P.C.	Date: 10/19/2022
Municipal contact name, title: Eric Kytola, Finance Director	Municipal phone: (541) 782-2258

Submit: Click the "Submit" button on the right to submit this form via email. Save a copy for your records.

Submit

Within 30 days of delivering the audit report to the municipal corporation, one copy of this summary must be filed with the Secretary of State, Audits Division, and one copy must be delivered to the municipal corporation. If deficiencies are communicated in a separate letter or in a report issued in accordance with *Government Auditing Standards*, a copy of that communication must also be filed. (OAR 162-010-0230)

Instructions

Section A: Municipal corporation information

Type information or use drop-down menu to complete this section. Indicate new address by checking the box.

- **Report type:** Select Audit or Review
- **Opinion issued:** Select from unmodified, qualified, adverse, or disclaimer. If any opinion unit received other than unmodified, please identify that opinion type.
- **Basis of accounting:** Identify whether GAAP, cash, or modified cash basis statements are presented.

Section B: Financial statement audit – Reported deficiencies

B.1. How many significant deficiencies and material weaknesses were communicated?

Include the total number of *material weaknesses* and *significant deficiencies* reported in accordance with AU-C 265, ORS 297.466, and OAR 162-010-0230. Do not count “other matters” communicated.

If none were reported, insert a zero.

B.2. Of those control deficiencies reported, how many resulted in accounting errors/misstatements or noncompliance?

Most deficiencies relate to internal controls over financial reporting. Some control deficiencies might also directly result in accounting errors and misstatements or non-compliance. If any of the findings communicated resulted in accounting errors and misstatements or noncompliance, indicate the number of deficiencies included in the total for B.1 that also pertain to those categories.

B.3. How were deficiencies communicated?

Select the format used to communicate deficiencies to those charged with governance. Check all that apply. If no material weaknesses or significant deficiencies were communicated select No Deficiencies.

NOTE: If deficiencies are communicated (including other matters), the auditor shall file a copy of the communication with the Secretary of State within 30 days of delivering the report to the municipal corporation. (OAR 162-010-0230)

Section C: Summary of revenues and expenditures

Revenues/receipts and expenditures/disbursements information is derived from amounts reported for government-wide and fiduciary activities and on the basis of accounting used in the audited or reviewed financial statements.

Section D: Filing fee

The filing fee is based on net expenditures; section C, line g. Enter the fee based on the chart below:

Net expenditures over	Net expenditures do not exceed	Fee
\$ 0	\$ 50,000	\$ 20
\$ 50,000	\$ 150,000	\$ 40
\$ 150,000	\$ 500,000	\$ 150
\$ 500,000	\$ 1,000,000	\$ 200
\$ 1,000,000	\$ 5,000,000	\$ 250
\$ 5,000,000	\$ 10,000,000	\$ 300
\$ 10,000,000	\$ 50,000,000	\$ 350
\$ 50,000,000		\$ 400

ORS 297.485(1):

Net expenditures and/or disbursements

The filing fee shall be determined by the total **expenditures** made by the municipal corporation for any and all purposes during the calendar or fiscal year audited, except that **expenditures** for principal of bonded debt, principal of short-term loans, principal of warrants redeemed which were issued during prior audit periods, transfers or loans between funds and turnovers of taxes or other trust moneys to other municipal corporations shall not be included in the **total expenditures** upon which the amount of the fee is based.

Section E: Submitted by

Include the name of the licensed municipal auditor who performed the engagement and is submitting this form. Also include their title, firm name, and date this summary form was completed.

To submit: • Click the “Submit” button on page one to submit this form via email

• Save and email the completed form to municipalfilings.sos@oregon.gov or

• Print a hardcopy and mail to: Audits Division, 255 Capitol St NE, Ste 500, Salem, Oregon 97310-0720

Business of the City Council

City of Oakridge, Oregon

November 3, 2022

Agenda Title: Warming Center at
Greenwaters Community Building Request

Proposed Council Action: Approve or Deny
the request

Agenda Item No: 9.3

Exhibits: 2 (written proposal by Kathy Holston-
Nichols and attached photos)

ISSUE:

During the 10/20/22 Council Meeting, Kathy Holston-Nichols and her fellow volunteers requested a fee waiver and permission to use the **Greenwaters Park Community Center** building as a Warming Center, primarily for transient individuals, this winter from **November 15th to March 15th (4 months)**, from **6:30pm to 7am**, on nights when it is below freezing (32 degrees). Further details about this proposal are available in the **attached written proposal by Kathy Holston-Nichols** (Exhibit 1). During the meeting, Public Works suggested that the Horton Park concessions stand might be a better building to use. On 10/16/22, volunteers toured the building and determined it would not be useable for their purposes due to potential fire code issues, safety concerns (see photos), and the existing lease with the school district (year-round for storage and school sports starting February 1st). They will be presenting more information at the Council Meeting.

According to our insurance agent, it will cost us **\$400.00 per month*** to insure the Greenwaters Community Center building for use as a Warming Center, as this will increase the City's liability and is a risk of increased crime. As of right now, there is only 1 reservation (12/17) for the building that could conflict, but it is very common for this building to be rented last minute, and the NA Meetings on Thursday nights are scheduled to go until 8pm.

Insurance is billed for any part of a month, so even if the program does not start until the middle of the month, we are still charged for the entire month. So if it operates from November 15-March 15 the total cost is **\$2,000.00 (5 months), whereas if it operates December 1-February 28 the total cost is **\$1,200.00** (3 months).*

FISCAL IMPACTS: Possible loss of rental revenue + increased insurance cost of **\$400/month*** (**\$2,000.00** total for November 15-March 15, or **\$1,200.00** total for December 1-February 28).

OPTIONS: Approve, Deny, or Modify the proposal.

STAFF RECOMMENDATION: Approve but modify in 2 ways:

1. Change the opening time to **8pm** (instead of 6:30pm), to allow more time for possible rentals earlier in the evening and to prevent conflict with the Thursday night NA Meetings, which go until 8pm.
2. Change the duration to **December 1-February 28** to save \$800 in insurance costs.

RECOMMENDED MOTIONS: *"I move to allow the Greenwaters Community Center building to be used and fees waived for the Warming Center this winter from _____ to _____ [November 15-March 15 or December 1-February 28], from ___pm [6:30pm or 8pm] to 7am on nights and times when it is not already reserved and it is below freezing (32degrees)."*

Horton Park Concessions Stand Photos:



PROPOSAL:

Oakridge Warming Center at Greenwaters Park Community Building

INTRODUCTION:

The Oakridge Warming Center has been run solely by volunteers from the community who recognized the need for a place to shelter when the cold winter weather was an imminent threat to the life of those who are un-housed.

The goal was and is to provide a warm place when temperatures are 32 or below, to anyone finding themselves unable to stay warm enough to sustain life.

Having served hundreds of individuals over the years, and gone through the COVID two years where it was challenging, we have emerged on the other side still focused on providing this service; but without a location to do so.

PROPOSAL:

We are asking for authorization to use the **Greenwaters Park Community Building** as the warming center for free this winter on nights between **November 15 to March 15**, from **6:30pm to 7am**, when the temperature is **32 or below**.

LOCATION:

Greenwaters Community center is central to many of the individuals who are customers. It has heat and designated bathrooms which are already regularly cleaned. With a small kitchen in place a warm meal of soup or stew can be easily accomplished.

OPENING CRITERIA:

To the best of our ability a decision to open will be made by noon for the next day. So for example by noon on Tuesday if the weather forecast is for a temperature of 32 or below we will post that the shelter will be open for customers.

SUPPLIES:

Use free standing lockable totes to store our supplies within the building.
Build a weatherproof storage bin that can be locked to store our sleeping mats outside of the building in a location approved by the City.

Our supplies consist of sleeping mats, blankets, gloves, hats, socks. We have extra sweat shirts/pants for those who may have wet clothing if they would like. These are easily stored in closed totes. We have a minimal amount. Of "food". We provide hot tea and cocoa, and instant Oatmeals or Granola type bars for the morning.

HOURS:

We have found that opening by **6:30pm** and closing in the morning by **7am** works well for our customers and our volunteers.

CLEAN-UP:

As has been our practice we will continue to sweep and mop the floors before we leave, empty our trash and wipe down any countertops we have used.

INSURANCE:

Incurring no additional expense than was done in the past, we propose, that the city absorb the expense of any extra insurance it deems necessary, just as it has done in the past for the Warming Center when it was located in the WAC.

SECURITY:

Two volunteers will be on duty each evening. We will notify Oakridge Police Dept when we are open for informational purposes only. If we have no guests by 10:00 pm we will close. All volunteers will be on file as volunteers with the City of Oakridge and will have completed the appropriate volunteer forms.

CAPACITY:

The numbers that we traditionally serve are well below the capacity of the building. When we are open for extended cold periods we have seen 5-10 individuals. On one off nights of cold weather it is 1-5.

- Kathy Holston-Nichols

Business of the City Council
City of Oakridge, Oregon
November 3, 2022

Agenda Title: Christmas Lights Purchase Request and Lift Rental

Agenda Item No: 9.4

Proposed Council Action: Approve or Deny request to purchase Christmas lights for City Hall and city tree using TRT funds

Exhibits: Photo examples (attached)

ISSUE:

This request is for up to \$1,000 in TRT funds, to be used for the purchase of high-quality industrial outdoor LED color-changing lights for City Hall and the city tree for the holiday season. The colors can change via remote control, so they can be set to *any color* and therefore used for multiple holidays or events (green for St. Patrick’s Day, pink for Valentine’s day, whatever). They could potentially be left up year-round if it is not an eyesore. See attached example photos.

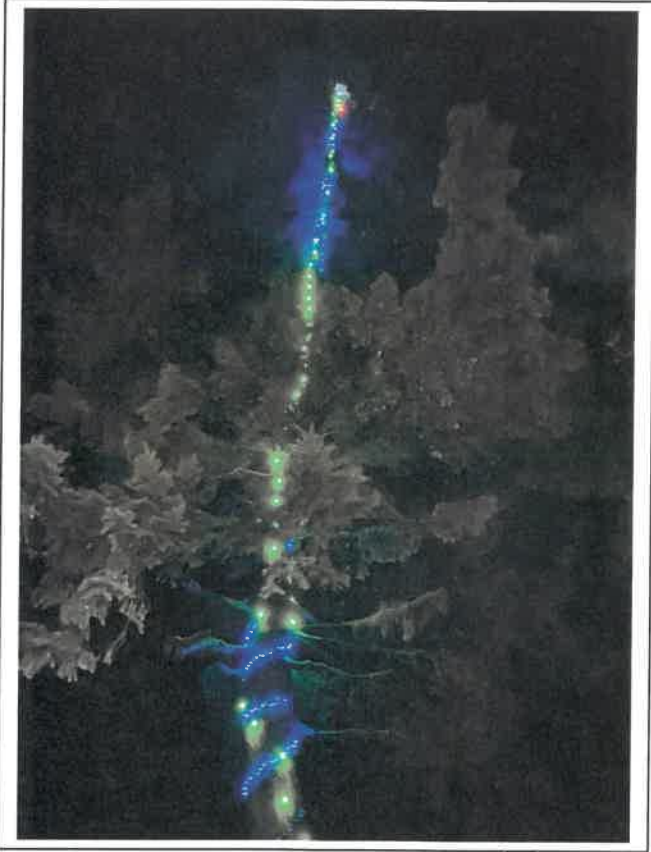
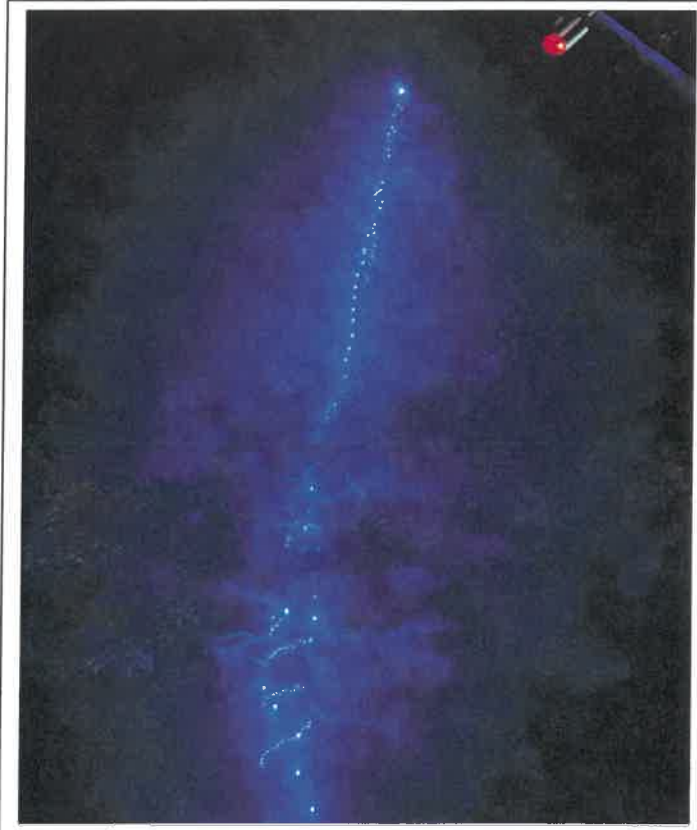
We *may* also need to rent a bucket lift (\$1,770.00 for 1 week) to decorate the outside limbs of the city tree. However, Mayor Hollett has made requests to multiple fire departments to see if they might be able to donate (or rent at a reduced price) the use of a fire ladder truck instead (OFD does not have its own ladder truck).

FISCAL IMPACTS: Up to \$2,770.00 (\$1,000 for lights and \$1,770 for lift rental *if needed*)

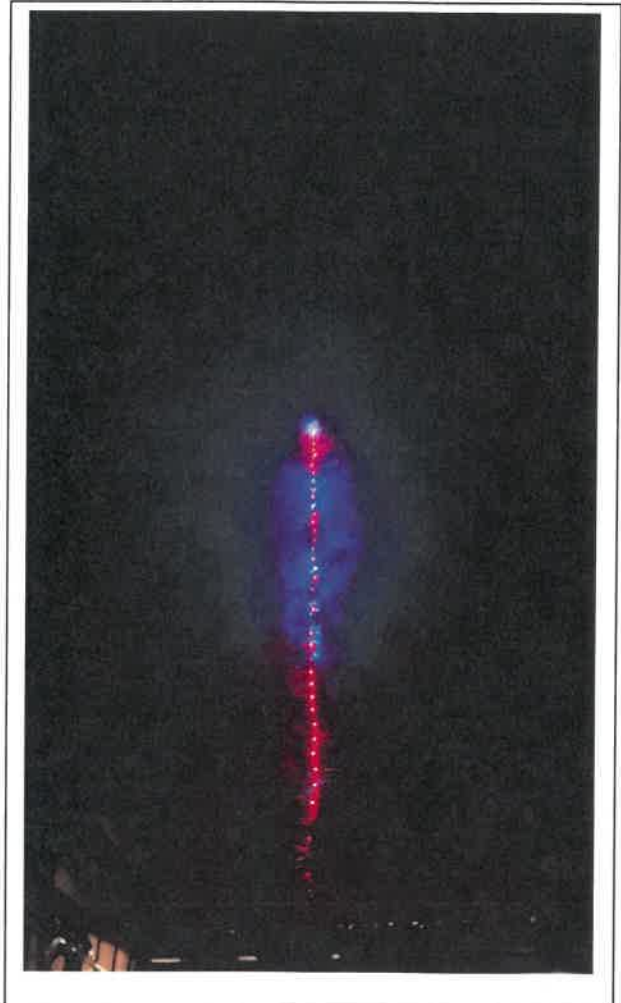
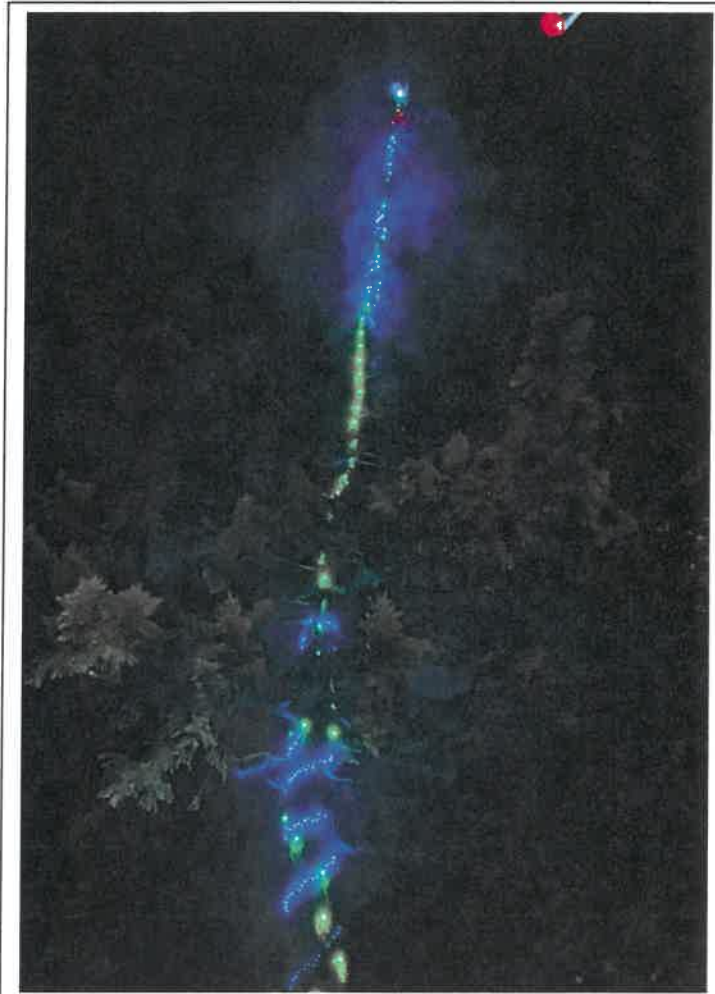
OPTIONS: Approve or Deny.

STAFF RECOMMENDATION: Approve

RECOMMENDED MOTIONS: *“I move to allow the CA to spend \$_____ from TRT funds to purchase lights for City Hall and the city tree, and \$1,770.00 to rent a bucket lift if needed.”*



A horizontal white bar with a thin black border, serving as a separator between the two rows of images.



Business of the City Council

City of Oakridge, Oregon

November 3, 2022

Agenda Title: Update on Hills Street Turn-Around Issue

Agenda Item No: 9.5

Exhibits: 1 - Example Hammerhead Turnaround

Proposed Council Action: None (Update Only)

Agenda Bill Author: Rick Zylstra

ISSUE:

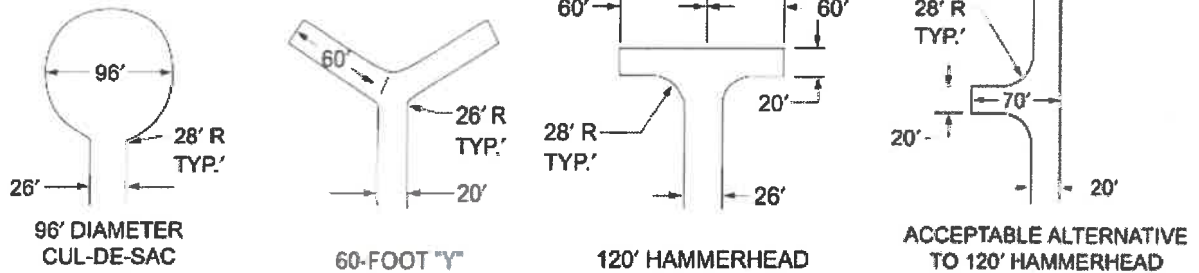
During last council meeting, Kelly Brewer discussed the lack of a turn around on the dead end of Hills Street at her residence. Sense then staff has had the opportunity to evaluate the situation and is proposing a two phased approach. Phase 1 would be to install a Hammerhead style turnaround within the Right of Way on Hills Street and the alley abutting the Brewers Property. The dimensions and style of this turn-around complies with Oregon Fire Code (OFC 503.2.5) and does not require use of the protected wellfield property (see attached Google Earth Imagery). Public Works' rough estimate of the cost of installing the turn-around is approximately \$7,940.00.

Phase two would be a larger project of clearing and graveling multiple alleys that are part of current and existing Right of Way. Staff has identified multiple alleys throughout Oakridge that would improve the connectivity of multiple streets, including the alley near the Brewers' house which connects Hills Street to Jasper Drive. The funding and timeframe for this phase would be grant dependent. Both options/phases were discussed in a meeting between Brewer and City staff (City Administrator & Community Development Director).

At this time staff is not requesting any actions from council and requires more time to further research the funding options and examination of the many Public Works projects and the priorities of each project before returning for approval of either phase 1 or phase 2.

Phase 1 - Install Acceptable Alternative of 120' Hammerhead. (Option 4 Below)

DEAD END ROADS AND TURNAROUNDS: Dead end fire apparatus access roads in excess of 300 feet in length shall be provided with an approved turnaround. Diagrams of approved turnarounds are shown below: (OFC 503.2.5, D103.4 & Figure D103.1)



Phase 2 - Connectivity options, open alleys to improve connectivity in the areas shown below.



Improve connectivity to Hills Street, Jasper Drive, Vine Street and Spur Ave.



Improved Connectivity between Davis Rd. and West 2nd Street

Improved Connectivity
between Thatcher Lane and
School Street.



Business of the City Council

City of Oakridge, Oregon

November 3, 2022

Agenda Title: Renewal of MOU with RAIN
for fiscal years 22/23 and 23/24

Proposed Council Action: Approve or Deny
the RAIN MOU

Agenda Item No: 9.6

Exhibits: 3 (RAIN MOU, 22/23 Budget Line Item,
6/16/22 Council Minutes)

ISSUE:

During the 6/16/22 City Council Meeting, Aqsa Kahn from Regional Accelerator Innovation Network ("RAIN") gave her presentation to Council, seeking a renewal of the Memorandum of Understanding ("MOU") between RAIN, Oakridge, and Lowell, which provides the cities with RAIN's services in continuing to help small businesses and start-ups through RAIN's "Rural Entrepreneurial Development Program" and other programs, such as RAIN's upcoming "Holiday Market Vendor Bootcamp" (see attached flyer). More information about RAIN can be found at their website: www.oregonrain.org/ and a RAIN employee is expected to be available during this Council meeting to answer any questions Councilors may have.

Although there seemed to be a general consensus that they would approve renewing the MOU (based on review of the Council discussion after the presentation), which this Council has done every year since 2016, an Agenda Bill was not prepared and a Motion to approve the spending was not made (see the attached 6/16/22 meeting Minutes), since the MOU was not available at the time.

On or about 7/9/22, the MOU was inadvertently signed by Mayor Hollett (see attached copy of the signed MOU), which she received from previous Pro Tem CA Kevin Martin, sometime after the 6/16/22 Council meeting. On or about 8/22/22, the Finance Director paid the invoice, based on the signed renewal of the MOU. No one remembered that the MOU was never formally approved by Council.

Therefore, Council must now decide whether or not to retroactively approve the renewal of the MOU with RAIN for **\$10,000** each fiscal year through 2024. It is City Staff's opinion that the MOU should be renewed, as their programs have helped quite a few small businesses in Oakridge get off the ground.

If Council chooses *not* to renew the MOU, City Staff will attempt to recoup as much of the \$10,000 already paid to RAIN for the current fiscal year, but any potential refund would be at least prorated for services RAIN has already provided so far this fiscal year (since 7/1/22).

\$12,000 was already budgeted for "Professional Non-Legal" Services for FY 22/23 (see Line 34 of the attached Exhibit showing this line item in the FY 22/23 Budget, which is a \$2,000 increase from FY 21/22), which includes RAIN's services. However, the actual cost for RAIN's services rose from \$7,500 per year for FY 21/22, to \$10,000 per FY 22/23, and it is unclear if this **\$2,500 increase** was anticipated in our budget or not.

FISCAL IMPACTS: \$20,000.00 (\$10,000 per fiscal year)

OPTIONS: Approve or Deny

STAFF RECOMMENDATION: Approve

RECOMMENDED MOTIONS: *"I move to approve the renewal of the MOU with RAIN for the next 2 fiscal years, 2022-2023 and 2023-2024."*

DETAILED REQUIREMENTS

FORM
LB-31

GENERAL FUND
ADMINISTRATION

City of Oakridge

Historical Data				GL Account (city use only) 100-11-	REQUIREMENTS DESCRIPTION	Budget FY 2022-2023			
Actual			Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget this year 2021-2022							
PERSONNEL SERVICES									
1									1
2	76,012	62,027	63,700	400001	Health Insurance	64,748	64,748	64,748	2
3	62,613	68,501	85,650	400002	PERS	93,231	93,231	93,231	3
4	1,612	1,451	1,500	400003	Worker's Comp	1,800	1,800	1,800	4
5	31,926	28,052	32,700	400004	Payroll Taxes	22,557	22,557	22,557	5
6	3,085	5,073	3,400	400005	Overtime	2,000	2,000	2,000	6
7				400032	Deferred Comp	1,200	1,200	1,200	
8	276	-	-	400010	Unemployment/Personnel				8
9	92,550	90,360	90,330	400011	City Administrator	85,368	85,368	85,368	9
10	-	18,300	18,300	400012	Public Works Personnel Services	-	-	-	10
11	61,491	68,814	70,125	400013	Finance Director	75,648	75,648	75,648	11
12	40,708	42,685	43,250	400015	AP/UB	49,720	49,720	49,720	12
13	34	-	-	400016	Employee Allowance	-	-	-	13
14	45,863	48,103	47,850	400046	Assistant Planner	52,466	52,466	52,466	14
15	63,274			400049	Comm Srv's Coord	-	-	-	15
16		1,302		400065	Seasonal Employee				16
17		612	960	400068	Floating Holiday 1	1,000	1,000	1,000	17
18		612	960	400069	Floating Holiday 2	1,000	1,000	1,000	18
19	9,000	6,750	6,750	400081	VEBA Contributions	9,000	9,000	9,000	19
20	483	513	700	400082	Life/LTD	500	500	500	20
21	488,927	443,154	466,175		TOTAL PERSONNEL SERVICES	460,239	460,239	460,239	21
22	5.50	4.70	4.00		Total Full-Time Equivalent (FTE)	4.00	4.00	4.00	22
MATERIALS & SERVICES									
23									23
24	23,638	14,268	17,000	400101	Materials & Supplies	15,000	15,000	15,000	24
25		5,840	5,426	400104	Telephone	6,000	6,000	6,000	25
26	6,707	4,897	4,400	400105	Bank/Financial Fees	2,000	2,000	2,000	26
27	18,676	10,197	12,500	400107	Utilities	12,000	12,000	12,000	27
28	131,698	134,390	139,500	400108	Insurance	150,000	150,000	150,000	28
29	5,076	2,379	1,000	400114	Advertising	800	800	800	29
30		1,020	875	400115	Internet	900	900	900	30
31	10,370	14,070	11,000	400117	Membership/Dues	11,000	11,000	11,000	31
32	2,854	881	1,000	400120	Travel and Training (Staff)	2,000	2,000	2,000	32
33	8,502	1,921	-	400122	Travel and Training (City Council)	1,000	1,000	1,000	33
34	24,044	34,316	10,000	400130	Professional Non Legal	12,000	12,000	12,000	34
35	51,651	14,289	37,000	400132	Audit/Accounting	35,000	35,000	35,000	35
36	23,912	20,434	20,000	400133	Professional Services/Legal	21,000	21,000	21,000	36
37		36	250	400150	Awards and Recognition	250	250	250	37
38		-	3,000	400152	Election Expense	3,000	3,000	3,000	38
39	732	201	1,000	400154	City Administrator Expense	500	500	500	39
40	4,260	19,100	5,000	400156	Computer Equip/Supplies/Support	10,000	10,000	10,000	40
41		511		400157	Equipment Rental	500	500	500	41
42	(657)	9,673	5,000	400158	Misc Expense/New Equipment	5,000	7,500	7,500	42
43	10,106	5,178	5,000	400166	Building Maintenance (City Hall)	5,000	5,000	5,000	43
44	990	4,010	-	400203	Ford Foundation Grant	-	-	-	44
45	225	10,600	-	400222	Community Projects	-	-	-	45
46	12,000	12,000	12,000	400242	Special Mobility Services	12,000	12,000	12,000	46
47					Dead Mountain Tower	958	958	958	47
48	332,684	320,210	290,951		TOTAL MATERIALS & SERVICES	305,908	308,408	308,408	48



June 16, 2022
Regular Session (Via Zoom)
City Hall Conference Room
48318 E 1st Street
7:00 p.m.

MINUTES

1. CALL MEETING TO ORDER- 7:00 pm

Council Present: Mayor Christina Hollett, Councilors Dawn Kinyon, Audy Spliethof, Melissa Bjarnson, Michelle Coker and Jan Hooker

Staff Present: City Administrator Pro Tem and Police Chief Kevin Martin, Finance Director Colleen Shirley and City Recorder Jackie Taylor

2. Pledge of Allegiance

3. **Roll Call**-Councilor Whitney is absent

4. Additions, corrections or adjustments to the agenda

Add minutes to the agenda

Add fee waiver

5. Public Comments-none

6. Mayor Comments / Announcements / Proclamations-none

7. Council Comments / Announcements

Councilor Kinyon-asked if we are going to schedule another city council meeting this month because of the budget.

Colleen-we don't have time to do another meeting.

8. Consent Agenda

8.1 City Council Minutes from April 7 & 21, 2022

Motion: Councilor Kinyon moved to approve the consent agenda. Councilor Hooker seconded the motion.

Bjarnson (aye), Hollett (aye), Kinyon (aye), Coker (aye), Hooker (aye), Spliethof (aye). Motion passed 6-0

9. Business from the City Council

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9.1 RTMP Request, Oakridge Independence Day Festival

Kevin- read the issue.

Mayor Hollett-she is the applicant and will abstain from voting.

Motion: Councilor Spliethof moved to approve the RTMP Request for the Oakridge Independence Day Festival. Councilor Kinyon seconded the motion.

Hooker (aye), Kinyon (aye), Spliethof (aye), Bjarnson (aye), Coker (aye). Motion passed 5-0

9.2 Poll Council for Council Budget Hearing Date and Time

The council and staff agreed on June 28th at 6:00 pm for the meeting.

Councilor Kinyon-is worried about having only one meeting, they need to discuss the PSF.

There will be a work session on June 23rd at 6:00 pm. Followed by a special session.

10. Business from the City Administrator

10.1 Well #2 Request from City Engineer and Pubic Works for alternative bid items B.1 and B.2

Kevin-read the issue.

Edward Hodges-talked about the possibility of approving these two alternative bids.

Councilor Kinyon-asked about getting the pump motor now, will that come out of this year's budget?

Ed- it would probably come out of next year's budget.

Councilor Kinyon-approves of getting the pump motor now.

Robeart-we still have the original valve, you can only replace that so many times.

Motion: Councilor Hooker moved to approve the Well No. 2 Refurbishment and Pump Replacement alternative B1 and B2 from original intent to award documents as presented. Councilor Coker seconded the motion.

Bjarnson (aye), Spliethof (aye), Coker (aye), Hooker (aye), Kinyon (aye), Hollett (aye). Motion passed 6-0

10.2 RAIN presentation

Aqsa Kahn- gave the RAIN Presentation to the City Council and Staff.

10.3 Fee Waiver

Kevin-read the issue.

Motion: Councilor Kinyon moved to approve the park waiver request for Oakridge Independence Day Festival and the funds be taken from the TRT Fund. Councilor Spliethof seconded the motion.

Hooker (aye), Bjarnson (aye), Kinyon (aye), Coker (aye), Spliethof (aye), Hollett (aye). Motion passed 6-0

11. Staff reports

11.1 Fire Report- Scott gave the report

11.2 Public Works report-Robeart gave the report

11.3 Police report-Kevin gave the report

11.4 Finance Report-Colleen gave the report

There was discussion on why Colleen doesn't have a contract.

Councilor Spliethof- would like to get printed out reports from the staff from now on.

Kevin-he will see that the council gets printed out reports.

12. **Items removed from the Consent Agenda-none**
13. **Ordinances, Resolutions and Public comments -none**
14. **Public Hearings-none**
15. **Appointments-none**
16. **Public Comment**

Bryan Cutchen-contracts are for exempt employees

17. **Adjourn -9:54 PM**
18. **Executive Session ORS 192.660 (2) (a) the governing body of a public body may hold an executive session: *to consider the employment of a public officer, employee, staff member or individual agent.***

Signed: _____
Christina Hollett, Mayor

Signed: _____
Jackie Taylor, City Recorder

MEMORANDUM OF UNDERSTANDING
Among Regional Accelerator & Innovation Network (RAIN), City of Lowell, and City of Oakridge

1. Purpose

1.1. The purpose of this Memorandum of Agreement (MOU) is to set out the terms by which the Regional Accelerator & Innovation Network (RAIN), the City of Lowell, and the City of Oakridge (“The Parties”) will work together to continue developing and scaling up the Rural Entrepreneurial Development Program in the City of Lowell and the City of Oakridge.

1.2. The key contacts for this project will be Caroline Cummings (Executive Director) for RAIN, Jeremy Caudle (City Administrator of Lowell), and Christina Hollett (Mayor of Oakridge). The key contacts are responsible for ensuring performance of the activities and duties described in this MOU. Changes to key contacts shall be made in writing to the following addresses.

RAIN
Caroline Cummings
Chief Executive Officer
PO Box 1564
Eugene, OR 97440
541.968.2982
caroline@oregonRAIN.org

City of Lowell
Jeremy Caudle
City Administrator
107 E. 3rd Street
Lowell, OR 97452
541.937.2157
jcaudle@ci.lowell.or.us

City of Oakridge
Christina Hollett
Mayor
48370 7th St.
Oakridge, OR 97463
541-953-4624
mayorhollett@ci.oakridge.or.us

1.3. Through this MOU, the City of Lowell and the City of Oakridge each agree to provide RAIN \$10,000 in FY 22/23 and \$10,000 in FY 23/24. These funds will be allocated for Rural Venture Catalyst support and resources for entrepreneurs and innovators in the City of Lowell and the City of Oakridge and for creating a culture of entrepreneurship through ecosystem-building.

1.4. RAIN’s Rural Venture Catalyst shall bring entrepreneurs and potential entrepreneurs together, providing them with increased access to **people (mentors and accomplished entrepreneurs), **programs** (workshops and accelerators), **physical assets** (space and equipment), and **capital** (access to statewide funding sources, including RAIN’s crowdfunding platform, RAINcap).**

1.5. The Parties recognize that \$20,000 total per year is a significant investment in advancing the innovation economy in the City of Lowell and the City of Oakridge and further recognize that **more investment will be required to fully implement and sustain the program. The City of Lowell and the City of Oakridge will support RAIN’s efforts to advance additional funding opportunities from foundations, counties, private corporations, the State of Oregon, and the Federal Government.**

2. Duration of Agreement

2.1. This MOU will be in effect from July 1, 2022 through June 30, 2024 and may be updated at any time through mutual written agreement of the parties..

2.2. No party may assign or transfer all or any portion of this MOU without the prior written consent of the other party.

3. Goals

3.1. Continue to sustain and elevate the regional entrepreneurial ecosystem.

3.2. Raise additional funds for Rural Venture Catalyst activities in the City of Lowell and the City of Oakridge.

3.3. Support and expand mentoring, meetups, and other events to help gather, educate, and support entrepreneurs and innovators.

3.4. Continue to activate capital in the region.

3.5. Track overall budget and report progress to funders and partners.

3.6. Maintain and expand an established database of entrepreneurs, mentors, and ecosystem stakeholders.

3.7. Continue launching and supporting previously identified and assisted startups.

3.8. Deliver wrap-around mentoring services to startups with the best potential in the City of Lowell and the City of Oakridge.

3.9 Continue identifying and building partnerships to sustain and elevate the region's entrepreneurial ecosystem.

3.10. Meet other goals, as mutually agreed-upon by The Parties.

4. RAIN's Responsibilities

4.1. RAIN shall provide ongoing training, support, and supervision to the Rural Venture Catalyst and other staff serving the City of Lowell and the City of Oakridge.

4.2. RAIN shall work collaboratively with the City of Lowell and the City of Oakridge to continue implementing its Rural Entrepreneurial Development Program, which includes tracking and supporting

ecosystem partners and key stakeholders, asset mapping, community outreach, surveying, and other investigative activities to assess culture and climate as it relates to entrepreneurship and overall community readiness to continue building and sustaining the region's entrepreneurial ecosystem.

4.3. RAIN shall monitor the overall budget and metrics for this program and report progress to the City of Lowell, the City of Oakridge, and other funders. Metrics tracked and reported shall include: number of entrepreneurs identified and assisted, number of companies identified and assisted, revenue generated by companies assisted, jobs created by companies assisted, number and type of activities hosted, mentors engaged, partners engaged, and investors engaged.

4.4. RAIN shall work collaboratively with the City of Lowell and the City of Oakridge to create and implement specific strategies to scale up an entrepreneurial ecosystem in the City of Lowell, the City of Oakridge, and the region. Within the City of Lowell and the City of Oakridge, RAIN shall:

4.4.1. Meet entrepreneurs in public spaces in their communities (i.e., coffee shops, libraries, city town halls, community centers, granges, restaurants, schools, etc.) to learn about their startup ideas and connect them to resources. These activities take the form of hosted events, workshops, and one-to-one mentoring. **They create a new social infrastructure by going to the entrepreneur, rather than requiring the entrepreneur to come to them.** Examples of recent RAIN Rural Venture Catalysts activities:

- Helping entrepreneurs navigate local and federal emergency loan and grant funds (e.g., Paycheck Protection Program, Economic Injury Disaster Loans, City and County Funds, national emergency grant programs, etc.)
- Getting entrepreneur's food products onto the shelves at national/regional retail grocers
- Assisting an entrepreneur in hiring their first employees at a living wage
- Helping an entrepreneur find the right co-founders to launch their startup
- Connecting entrepreneurs to small manufacturers to scale production
- Coaching entrepreneurs on developing and delivering investor pitches
- Raising an entrepreneur's first rounds of significant investment capital
- Ensuring entrepreneurs spend the capital they raise efficiently to reduce failure rates
- Connecting entrepreneurs to technical training resources (e.g., SBDC workshops, webinars, etc.)
- Showcasing entrepreneurs' stories to local, regional, and national media outlets
- Connecting entrepreneurs to physical spaces (e.g., kitchens, co-working, makerspaces, etc.)
- Bringing national opportunities to entrepreneurs to help expand their businesses
- Connecting entrepreneurs to state resources that will help them cover the cost of attending and exhibiting at national expos

4.4.2. Conduct interactive educational events both online and offline.

4.4.3. Find and educate angel investors.

4.4.4. Conduct and update (at least annually) “Regional Entrepreneurial Ecosystem Readiness Assessment” and “Entrepreneurial Ecosystem Elements Scorecard”.

4.4.5. Conduct (and regularly update) stakeholder and asset mapping to identify resources and gaps in the regional entrepreneurial ecosystem.

4.4.6. Conduct ongoing community outreach.

4.4.7. Track and report program metrics.

4.4.8. Provide marketing and communications support for the program.

4.4.9. Activate capital in the region, as appropriate and possible.

4.4.10. Gather and report success stories at least twice a year.

4.5. RAIN shall continue building a network of stakeholders who have a shared vision for establishing an entrepreneurial ecosystem in the City of Lowell and the City of Oakridge, including entrepreneurs, volunteers, businesses, local and regional governments, and organizations representing underserved populations.

4.6. RAIN shall provide communication and public relations support for this program.

4.7. RAIN shall work with the City of Lowell and the City of Oakridge to develop strategies for a sustainable program, including collaborative fundraising, grant writing efforts, and joint financial “asks,” where appropriate.

4.8. RAIN shall work collaboratively with the City of Lowell and the City of Oakridge to gather case study documentation, including videos, interviews, quotes, stories, and “essential questions” at community events, town halls, and forums.

5. The City of Lowell and the City of Oakridge’s Responsibilities

5.1. The City of Lowell and the City of Oakridge shall work collaboratively with RAIN to create and implement specific strategies to continue assessing, supporting, and building an entrepreneurial ecosystem in the City of Lowell and the City of Oakridge, including strategies that are innovative.

5.2. The City of Lowell and the City of Oakridge shall work with RAIN to develop strategies for a sustainable program, including collaborative fundraising, grant writing efforts, and joint financial “asks,” where appropriate.

5.3. The City of Lowell and the City of Oakridge shall help RAIN promote outreach and activities for this program by encouraging its staff and economic development partners to increase engagement with RAIN and to work collaboratively with RAIN in the ecosystem.

5.4. The City of Lowell and the City of Oakridge shall support RAIN's communication and public relations activities for this program, as needed.

5.5. The City of Lowell and the City of Oakridge shall work collaboratively with RAIN to gather case study documentation, including videos, interviews, quotes, stories, and "essential questions" at community events, town halls, and forums.

5.6. The City of Lowell and the City of Oakridge work collaboratively with RAIN to develop and submit a sustainability plan that identifies potential sources of support and a timeline and action plan for accessing or applying to those sources.

5.7 The City of Lowell and the City of Oakridge will include language in their respective strategic plans (Comp Plans) that supports entrepreneurship, emerging businesses, and small businesses as part of building a resilient economy for the region.

5.8. The City of Lowell and the City of Oakridge shall engage with the RAIN Rural Venture Catalyst and actively support the program to foster maximum program results.

6. Payment Schedule

6.1. The City of Lowell and the City of Oakridge shall each provide \$10,000 per year for two (2) years to RAIN to scale up an entrepreneurial ecosystem in the City of Lowell and the City of Oakridge that focuses on helping startups launch and thrive.

6.1.1. The first payment shall be paid to RAIN by August 15, 2022 in the amount of \$10,000 by the City of Lowell and \$10,000 by the City of Oakridge.

6.1.2. The second payment shall be paid to RAIN by July 30, 2023 in the amount of \$10,000 by the City of Lowell and \$10,000 by the City of Oakridge.

6.2. The second payment shall be contingent on satisfactory progress toward the performance of the agreed-upon metrics named in Section 4.3. and on budget considerations for The Parties. The decision by the City of Lowell and the City of Oakridge about the second payment shall be made no later than May 1, 2023 to enable RAIN to address budget and contract issues.

7. Diversity, Equity, and Inclusion

7.1. Just as biodiversity strengthens natural systems, the diversity of human experience strengthens our entrepreneurial ecosystem building efforts. RAIN represents and reflects that human diversity, embracing it in all the communities where we work, in order to achieve our goals. To that end, we are committed to increasing the diversity of our staff, board, volunteers, mentors, and partners, and to fostering an inclusive network of stakeholders and partners in all kinds of communities, from rural to urban.

7.2. Equity, diversity, and inclusion is not only a best practice for business, it's a strategic imperative. Our business and strategies are enriched and made stronger by the contribution of the experiences, perspectives, and values of diverse individuals and communities. Creating an innovation economy transcends political, cultural, and social boundaries, and so must RAIN in order to expand our reach and engage more people in Oregon's entrepreneurial ecosystem.

7.3. RAIN is dedicated to providing a work environment that prioritizes fairness and respect. At RAIN, everyone is treated equally and is encouraged to achieve their fullest potential. We respect the individuality of each member of our community, and we are committed to a workplace free of any kind of discrimination based on race, color, religion, sex, age, sexual orientation, gender identity and expression, disability, national or ethnic origin, politics, or veteran status.

7.4. With a plurality of voices, RAIN will inspire more entrepreneurs and help create more jobs and revenue in Oregon. Respect, inclusion, and opportunity for people of all backgrounds, lifestyles, and perspectives will attract the best ideas and harness the greatest passion to shape a more vibrant future for all Oregonians. By honoring and celebrating the remarkable diversity of the human species, RAIN will bring new creativity, effectiveness, and leadership to our work.

8. Intellectual Property

8.1. The Parties agree that any intellectual property that is jointly-developed by the parties to this MOU may be used by both parties for non-profit, non-commercial purposes without obtaining consent from the other and without any need to account to the other.

8.2. All intellectual property that was developed independently by one party to this MOU shall be the sole property of that party, requiring written consent before it could be used by the other party.

9. Association

9.1 The Parties are not entering into a legal partnership, joint venture, commercial undertaking for monetary gain, or other such business arrangement.

9.2. The Parties shall not refer to this MOU or treat the arrangements of this MOU as a legal partnership, joint venture, commercial undertaking for monetary gain, or other such business arrangement.

9.3. The Parties shall not take any actions that would be inconsistent with the intentions of this paragraph.

10. Dispute Resolution

10.1. The Parties agree that, in the event of any dispute between them relating to this MOU, they shall first seek to resolve the dispute through informal discussions, which shall be initiated in writing.

10.2. In the event any dispute cannot be resolved informally within sixty (60) calendar and consecutive days from the written notice of dispute, The Parties agree to attempt to resolve the dispute by mediation.

10.3. The Parties agree that their respective good faith participation in mediation is a condition precedent to pursuing any other available legal or equitable remedy, including litigation, arbitration, or other dispute procedures.

10.4. Any party to this MOU may commence the mediation process by providing to the other party written notice (Initial Mediation Notice) setting forth the subject of the dispute, claim, or controversy and the relief requested.

10.5. Within ten (10) days after receipt of the Initial Mediation Notice, the other party shall deliver a written response to the initiating party's notice.

10.6. The initial mediation session shall be held within thirty (30) days after the Initial Mediation Notice.

10.7. The costs of mediation shall be shared equally by each party to the mediation.

10.8. The Parties do not waive their legal right to adjudicate this MOU in a legal forum.

11. Entirety

11.1. This MOU constitutes the entire agreement among The Parties concerning the subject matter thereof.

11.2. All prior agreements, discussions, representations, warranties, and covenants are merged herein.




11.3. There are no warranties, representations, covenants, or agreements (expressed or implied) between the parties except those expressly set forth in this agreement.

11.4. Any amendments or modifications of this agreement shall be in writing and executed by The Parties.

11.5. Electronic signatures are valid and binding.

11.6. Each person signing this MOU represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this agreement.

11.7. Each party represents and warrants to the other that the execution and delivery of this MOU and the performance of each party's responsibilities and obligations hereunder have been duly authorized and that this MOU is a valid and legal agreement binding on each party and enforceable in accordance with its terms.

For RAIN	For City of Lowell	For City of Oakridge
		
<hr/> Signature	<hr/> Signature	<hr/> Signature
<u>Caroline Cummings</u> Name	<u>Jeremy Caudle</u> Name	<u>Christina Hollett</u> Name
<u>Chief Executive Officer</u> Title	<u>City Administrator</u> Title	<u>Mayor</u> Title
<u>7/8/2022</u> Date	<u>Aug 3, 2022</u> Date	<u>Jul 9, 2022</u> Date

Signature: 
Christina Hollett (Jul 9, 2022 23:08 PDT)
Email: mayorhollett@ci.oakridge.or.us
Title: Mayor
Company: City of Oakridge

Signature: 
Jeremy Bryan Caudle (Aug 3, 2022 11:41 PDT)
Email: jcaudle@ci.lowell.or.us
Title: City Administrator
Company: City of Lowell

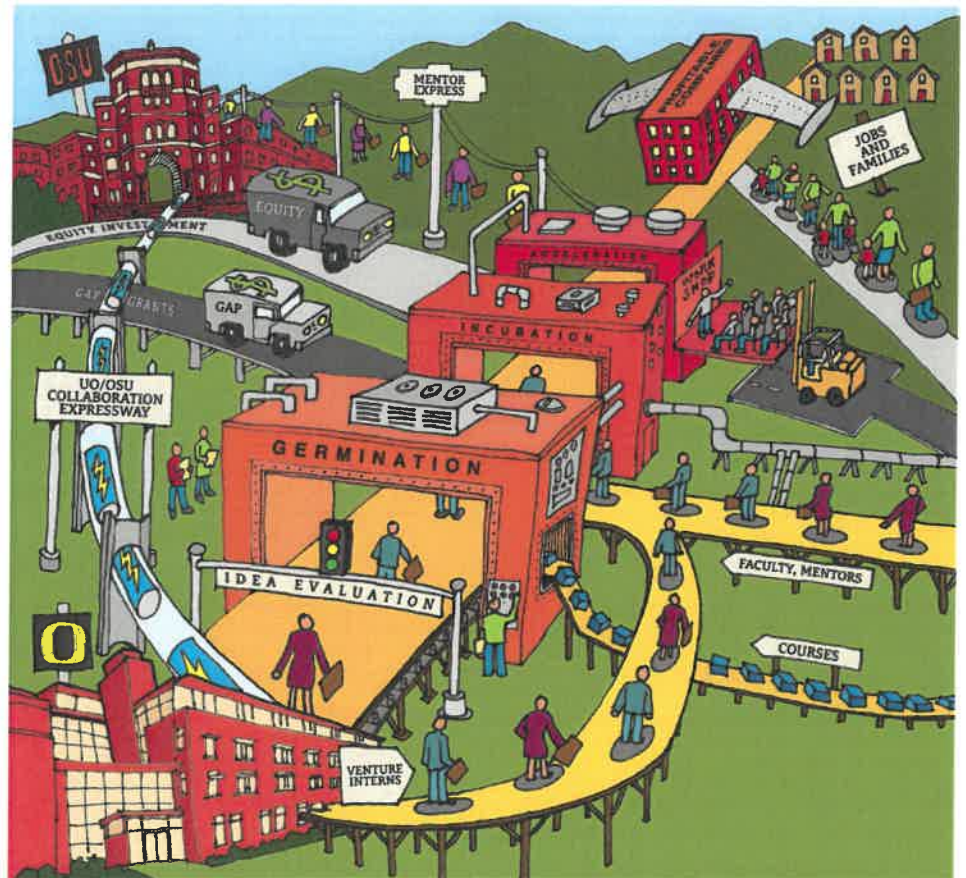
Leveraging the Power of Community to Expand the Region's Economy

"Over the years, many have bemoaned the loss of manufacturing jobs overseas, but our greatest opportunity lies in our ability to come up with the 'next big thing,'" says Sen. Lee Beyer, D-Springfield. "Our ideas are our most valuable asset, and innovations in science and technology represent Oregon's greatest potential for economic growth."

The thoughts expressed by Senator Beyer are embodied in the newly minted Regional Accelerator & Innovation Network (RAIN), approved by the legislature this year. To move the initiative forward, Governor John Kitzhaber appointed Mayors Julie Manning of Corvallis and Kitty Piercy of Eugene as co-conveners of this dynamic new effort to leverage the resources of local governments, higher education, entrepreneurs, and the communities of the South Willamette Valley in a concerted effort to bolster the regional economy.

The cooperation between the diverse communities in the Southern Willamette Valley to create a region-wide economic development program is unprecedented. RAIN represents the state's first formal network of business leaders, state and local governments, and higher education coming together to accelerate the formation and growth of new businesses. This bold effort to align resources is a wonderful example of how cooperation between communities can lead to great things.

The South Willamette Valley has no shortage of innovators and entrepreneurs. It is home to two great universities, highly respected community colleges, cities and towns



– each with their own character – ranging in size from several hundred to hundreds of thousands of residents, numerous chambers of commerce, and thousands of successful entrepreneurs who can serve as mentors for emerging enterprises. This wealth of ideas, diverse workforce, capital and available business mentors working together with a common cause, has the potential to accelerate the transformation of our resource-based economy into the knowledge-based economy necessary to compete in the 21st century.

RAIN is designed to end the exodus of promising companies and talented entrepreneurs from the cities and towns in the South Valley. RAIN also leverages the area's business community as a source of mentors

and investment, and higher education and government as sources of talent, education and incentives. Ultimately, the success of RAIN will be felt in all communities in the region.

For more information about RAIN, contact:

Jamie Damon

Regional Coordinator,
South Willamette Valley
Office of Governor John Kitzhaber
jamie.damon@state.or.us
541.346.8626
720 E 13th Ave, Suite 304
Eugene, OR 97401-3753



RAIN

NOVEMBER 7, 9, 14, 16

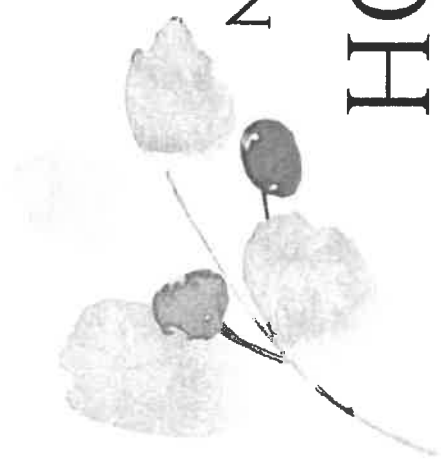
HOLIDAY MARKET

Vendor Bootcamp

LUNCH 'N LEARN SERIES



RAIN.CATALYSTS.ORG/HOLIDAYMARKETVENDORBOOTCAMP



Business of the City Council

City of Oakridge, Oregon

November 3, 2022

Agenda Title: Crosswalks & Storm Drains
Art Project

Agenda Item No: 9.7

Proposed Council Action: Approve or Deny
moving forward with the project

Exhibits: Photo Examples and FAQs Sheet

ISSUE:

Elise O'Brian, representing UBRA, discussed with city staff and Mayor Hollett the idea of painting artwork within the crosswalks in the Uptown area. The artwork would model an existing program from Portland named the City Repair Project. Examples and a FAQs sheet from the City Repair Project included.

Staff felt this would be a great project to also combine with our DEQ approved TMDL Stormwater Management Plan/Matrix that also prescribes artwork at the storm drains for the purpose of education on where the storm water ends up.

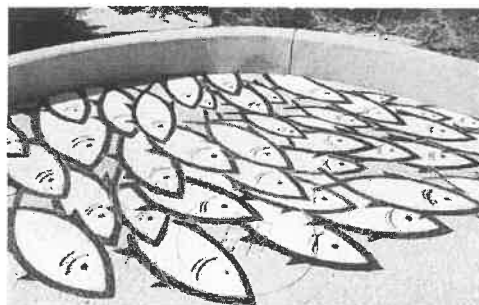
At this time, we are requesting approval to move forward with these projects simultaneously and use existing examples/models such as Portland's *The City Repair Project* and Springfield's *Up Stream Art* as templates.

Funding for the paint can partially come from Stormwater Funds with artwork being done by local artists and/or students. All designs will require approval by City Council prior to implementation.

FISCAL IMPACTS: UNK (cost of paint)

OPTIONS: Approve or Deny.

STAFF RECOMMENDATION: Approve



RECOMMENDED MOTIONS: *"I move to allow City Staff and UBRA to move forward with the Crosswalks & Storm Drains Art Project."*

WHAT'S NEW?

Click here to register before Sat, Sept 18, 2021 for an Early Bird Discount for our Urban Permaculture Design Course (UPDC)!

x



The City Repair Project

[about](#) [programs](#) [get involved](#) [FAQs](#)

STREET PAINTINGS: INTERSECTION & MID-BLOCK

[Click here to view visual examples of projects!](#)

Do intersection paintings/ street murals calm traffic?

No. Our street murals are explicitly not traffic calming devices. Having said that, we have witnessed innumerable examples of how they serve as a very powerful community building strategy offering so many emergent benefits. Often, people initiate a project to slow down traffic but stay committed to the project because of all the wonderful things we see happening as a result of intersection paintings.

How are the paintings maintained?

By the communities themselves. We do not initiate any of the projects but rather facilitate the successful collaborative visioning, planning and implementation of projects brought forth by community members. Paintings are semi-permanent and need to be repainted every 1-3 years.

What kind of community outreach is involved?

Informally, we encourage you to start talking/potlucking with your neighbors as soon as possible. Tell them you are thinking of initiating a project and invite their ideas and feedback. In general, we have seen that the more participation you are able to elicit, the greater the success and longevity of the project.

More formally, after your design has been approved by Portland Bureau of Transportation (PBOT), they issue a petition that lists all the folks that you need to get signatures from. Usually you need 100% consent from residents in the properties adjacent to the painting and 80% consent from a two-block radius.

Has painting the streets brought communities together in a positive way?

We have consistently heard that it does and many of our core staff have personal experiences with this being the case.

[Please take a look at some of our research projects.](#)

Have there been any challenges?

Sometimes fundraising and volunteer recruitment can be challenging for some sites. Sometimes neighbors are not supportive and may even complain. And sometimes people leave skid marks on the paintings soon after they are painted. Out of 56 paintings, we've had a handful die out as the community is unable to sustain enthusiasm and capacity to repaint



Top: Rose CDC in Lents, bottom: parking lot paintings at Cesar Chavez Elementary in St. Johns.

regularly. These are a few examples of the challenges in planning, implementing and sustaining a project. But by far, the majority (approximately 50) get re-painted.

What's a typical budget for a street painting?

Typically, projects range between \$500-\$1200 in hard costs for paint, painting supplies and food *IF* all of the organizing including program coordination, community engagement and artwork is volunteer labor. However, if you are working with historically marginalized people we highly recommend that you budget for stipends because community engagement is invaluable and people need financial compensation if they are to be able to participate.

How long does it take to paint?

Typically, an hour to clean/pressure wash the streets. Another hour or so to dry. An hour or two to chalk out the design and then 2-5 hours to paint depending on the complexity and size of the painting.

Should we enlist an artist to sketch the design and transfer it onto the pavement in chalk, then volunteers can help fill it in with paint?

Typically, an artist from the community volunteers to elicit and then interpret community feedback into a coherent design that successfully depicts the community's shared sense of place. If no such artist comes forward voluntarily, a stipend/honorarium will surely encourage one to step forward. The most important quality of the artist, however, is that they are collaborative and are able to facilitate the community's vision, rather than propose their own vision/ design.

Can we get your help taking our concept for an intersection design into something that will work as a actual street mural?

Yes, City Repair provides technical support for conceptualizing the intersection design. Please refer to our technical assistance section at the bottom of this page.

Is there a map of all the City Repair inspired work around the world?

Yes! [Please take a look here](#)

PAINT LOGISTICS

What is the lifespan of the paintings?

1-3 years.

What kinds of paint do you use?

1. Cabot Solid Color Acrylic Deck Stain
2. Water-reducible acrylic Traffic Paint (Zone Marking Paint)
3. Duckback Walnut-based friction additive. 1 packet per gallon of paint.

Where do you get paint and supplies, and how much does it cost?

We purchase paint from Miller Paint and they give us a 50% discount. This is by far is one of the most tangible benefits for partnering with City Repair for your street painting project. *We do not offer this discount to folks who are not part of our [placemaking program](#).

For the year 2017-2018, after VBC's 50% discount, the paint prices were

- a. Cabot Deck Stain: \$50 a gallon
- b. Zone Marking: Black, white and yellow are \$17.75 a gallon. Red and blue are \$24.15.
- c. Walnut Additive: \$4.50/packetThe price increases by a bit every year.

What kind of primer do you use?



Water-reducible acrylic Traffic Paint (Zone Marking Paint)



Cabot Solid Color Acrylic Deck Stain



Duckback Walnut-based friction additive. 1 packet per gallon of paint.

Zone marking is its own primer. One can put a layer of white paint down and then paint on top of that layer

with colors. You just have to ensure that both the white and the color layers are the same kind of paint because Zone marking and Cabot deck stain paint don't mix well. The former is oil based and the latter is latex.

What is the the purpose of the walnut shell additive?

One packet of walnut shell anti-skid additive is required for each gallon of paint. You need walnut shell additive for both types of paint, both Zone marking and Cabot Deck Stain to ensure that the painting is not slippery.

Can you mix Cabot Deck Stain with the Zone Marking paint?

Nope, you cannot mix them to blend colors, or layer them on top of each other. You can use them side by side though.

Do both kinds of paint need the Duckback Walnut-based Friction Additive?

Yes.

When is it better to use the solid deck stain vs. the zone-marking paint?

If you have a bigger budget and want a greater variety of colors.

Is any kind of sealant used when the painting is done and dry?

No, there is no kind of sealant.

Do you use a primer?

Zone marking paint is its own primer. Also, we've had some community members have success with painting a layer of white first and then painting the design on top of the base layer of white paint. It is important to use the same kind of paint as the base layer.

How much paint do folks typically use?

The amount of paint you need depends entirely on your design. Average intersections require 25-30 gallons or 95-115 liters of paint. We tell folks that usually a gallon of paint covers 100-200 square feet or 10-20 square meters. The reason for the vast difference is how thick it is applied. Light colors like white and yellow might require multiple coats for desired coverage so one gallon will only cover 100 square feet or 19 square meters. More textured roads require more paint. Dark colors don't need as much paint for good coverage.

What kind of brushes or rollers should be used?

Various sizes so that there's some for broader sweeps for background colors, thinner ones for outlining and details. Rollers are great for making it alter-able and inter-generationally accessible so that folks in wheelchairs and elders are able to participate.

How do you close the streets?

In Portland, we have a Block Party Program and so PBOT has graciously wrapped the criteria and procedure for closing down an intersection into our Intersection Repair program. [Please review details about our Block Party Program here.](#)

Does this cost any money?

We offer a sliding scale program fee of \$125-\$650.

Along with our professional consultations this price also includes connections to our communities and volunteers while receiving support with acquiring plants and other materials. Its truly an awesome experience!

Depending on your project's scope, City Repair will help source materials, tools and plants for the project. However, projects like these sometimes require items that can be anywhere from free to however much you're willing to spend/raise. Plants can range anywhere from free (cultivated by City Repair or donated by our sponsors) to upwards of \$150+ for specialized perennial plants / crops - all is variable but we're good at sourcing.

VOLUNTEERS

Are consent forms needed for any volunteers who show up on painting day?

Yes, volunteers are required to sign a consent form. Lead placemakers are responsible for distributing the forms to volunteers on each day that the site is active. These forms cover our volunteers with City Repair's insurance.

What is the average time it takes to install an intersection painting?

Once again the amount of time it takes to install a painting depends on the design. Typically this varies from a few hours to a full day. Sometimes folks split the installation up across two days.

Day of preparation and Logistics.

Street Cleaning: Tell your neighbors the day before that it would be preferable if they parked in garages or elsewhere so that you can pressure wash and sweep the streets unencumbered. Give yourself a good hour to clean the street and depending on the weather, at least an hour for the water to dry.

Chalk Grid: Usually folks transfer the design onto the streets using a grid drawn with chalk. Since this can be a little technical, give yourself anywhere between 1-2 hours to do this before general volunteers are invited to show up.

Finer Details & Touch Ups: Sometimes folks do touch ups and finer detailing the day after the big public paint.

TECHNICAL ASSISTANCE

Can we get your help in bringing this to our community?

Yes, City Repair provides technical support. Please contact us at info@cityrepair.org for more details.

Portland Metro Area

Applications for our placemaking program open late summer and are due early January. [Please review last year's applications!](#) While most of our projects are in Portland, communities served include in Gresham, Beaverton, Hillsboro, Oregon City, and Vancouver.

Out of state/ Non-VBC projects

If you are unable to fit within our ongoing placemaking program through the Village Building Convergence, then please [consult this page for our customized services.](#)



SIGN UP FOR OUR NEWSLETTER

info@cityrepair.org
503.583.8532

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WHAT'S NEW?

x

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The City Repair Project

about programs get involved FAQs

Interested in installing an intersection or mid-block repair for VBC 2019? **Proposals are due 11.59pm, Thur, Jan 10, 2019.**



Eliot Neighborhood Crossing



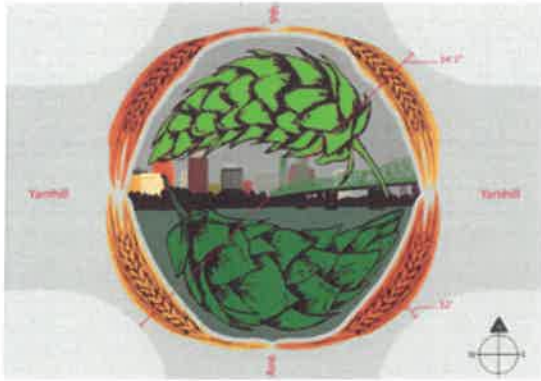
Jade's Jewel



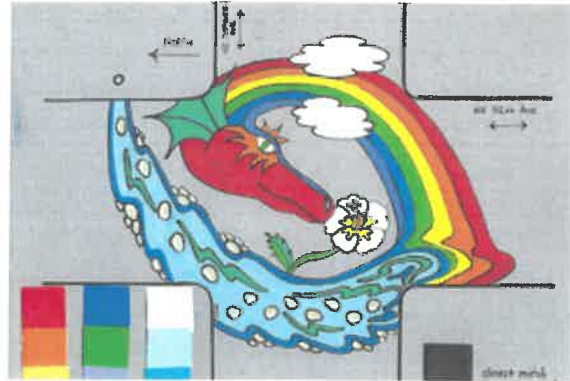
Creston Community Convergence



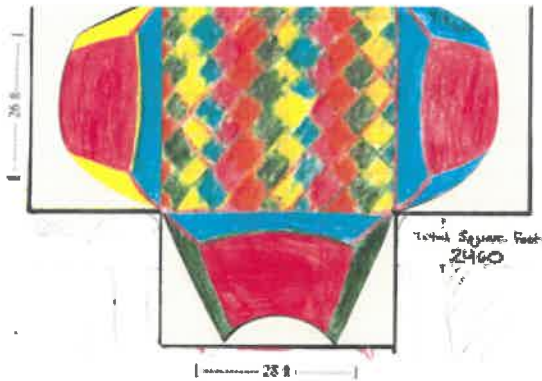
Jarrett Grove



Crafts And Drafts



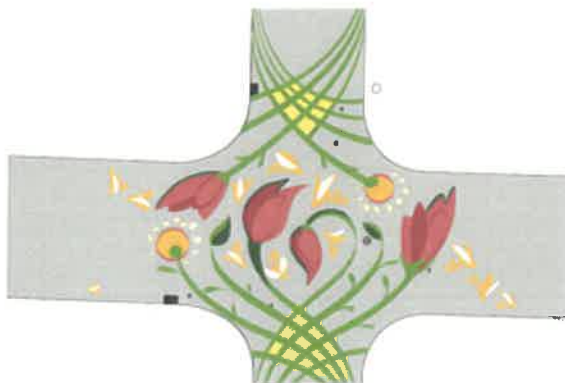
Project Brook: Rainbow Dragon



North Tabor Mandala



Wygant Street Community Building



SW Lents is the Place to BEE!



Reed Placemaking



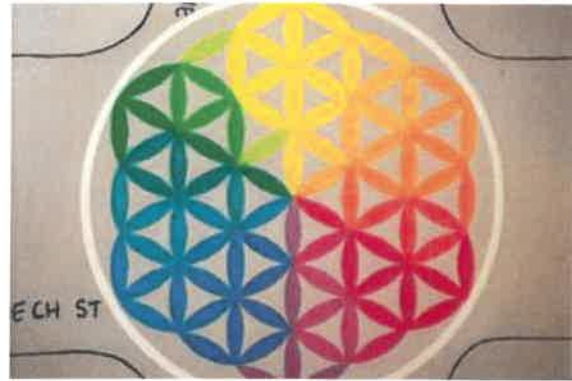
Overlook Feng Shui



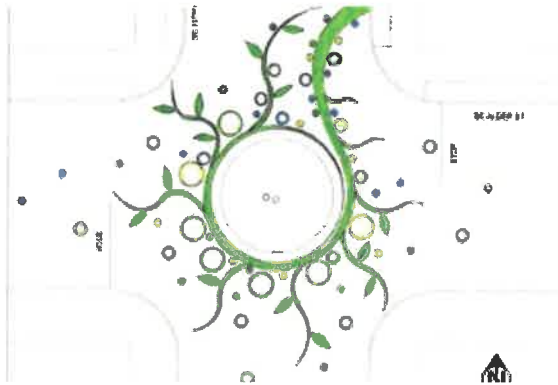
Ash Street Piazza



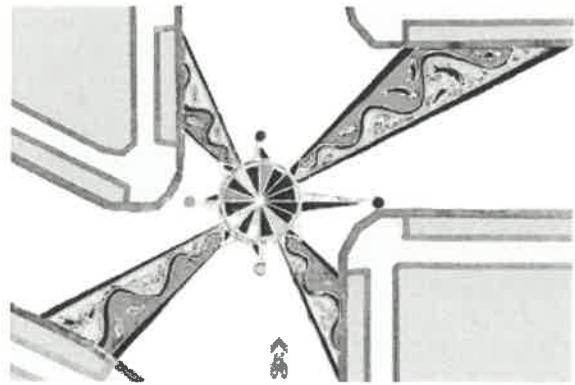
8th and Holman



Beech Street Project



Buckman



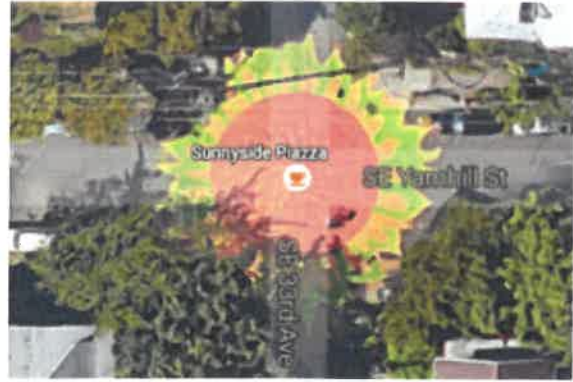
Fortune Crossing



Freda's Tree



Share-It Square



Sunny Crossroads



Sunnyside Piazza

Unity Circle

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info@cityrepair.org
503.583.8532

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