

Agenda
Aurora City Council Meeting
 Tuesday, November 14, 2023 at 7pm.
 City of Aurora Council Chambers
 21420 Main Street NE, Aurora, OR 97002

To participate via Zoom:

<https://us02web.zoom.us/j/84573191303?pwd=OXRmUndIaXBVc0FWYUhvd250RmhPdzo9>

Meeting ID: 845 7319 1303

Passcode: 907909

1. CALL TO ORDER OF THE AURORA CITY COUNCIL MEETING

2. ROLL CALL

Mayor Brian Asher

Councilor John Berard

Councilor Mercedes Rhoden-Feely

Councilor Charles Roper

Councilor Wendy Veliz

3. AFFIRMATIONS [2 min.]

4. CONSENT AGENDA [2-3 min.]

a) City Council Minutes—October 10, 2023

b) Planning Commission Minutes—October 3, 2023

c) Parks Committee Minutes—No minutes for last month

d) Historic Review Board Minutes—September 26, 2023

5. VISITOR

Anyone wishing to address the Aurora City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the Aurora City Council could look into the matter and provide some response in the future.

6. CORRESPONDENCE [10-15 min.]

a) Bleicherode, Germany Sister City Update

b) Notice Re Starz Networks via Astound TV Services

c) Thursday 11/16 ODOT Open House I-5 Boone Bridge & Bike Pedestrian Facility Replacement Project in Wilsonville

d) Follow-up to Oct. 25 Willamette Valley Commuter Rail Convening

e) Proposed Metro Metropolitan Area (MPA) Boundary Expansion

f) DEQ 1200-C Termination Notice to TLM Oct 2023

g) State Aviation Board Mtg October 5, 2023 – Agenda, Wilsonville Commentary

h) Aurora Master Plan Project Survey #1 Summary

i) Overflight Database - Additional Information

j) Marion County Housing Rehabilitation Loan Information

7. NEW BUSINESS [20-25 min.]

- a) Public Safety Report
- b) Aurora Traffic and Traffic Speed
- c) School District Report Card Results Including Graduation Rates and Strategic Initiatives – Dr. Bill Rhoades
- d) Proposed Metro Metropolitan Area (MPA) Boundary Expansion
- e) Airport Land Use Update
- f) Approval of the Annual Financial Report for Fiscal Year Ending June 30, 2023
- g) Curbside EV Charging Pilot Agreement

8. OLD BUSINESS [10 min.]

- a) Council Communication w Community: Aurora Bucks Survey Update
- b) Economic Opportunities Analysis Contract Approval, Process Flow Chart

9. HEARING-NA

10. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS [10 min.]-NA

11. EXECUTIVE SESSION

ORS 192.660(2)(e): To conduct deliberations with persons you have designated to negotiate real property transactions

ORS 192.660(2)(h): To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

12. REPORTS [10 – 15 min.]

- a) Finance Officer
- b) Public Works
- c) City Attorney
- d) City Recorder
- e) Traffic Safety Liaison
- f) Airport
- g) Planning
- h) Community Outreach
- i) Community Preparedness
- j) Parks Committee
- k) Mayors Report

13. ADJOURN

Consent Agenda

Minutes

Aurora City Council Meeting

Tuesday, October 10, 2023, 7pm

City Council Chambers, Aurora City Hall
21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Mary Lambert, Finance Officer; Mark Gunter, Public Works Superintendent; Deputy Pete Walker; David James Robinson, City Attorney; Stuart A. Rodgers, City Recorder

STAFF ABSENT:

VISITORS PRESENT: Jan Peel, Joseph Schaefer, Julie Sixkiller, Aurora; Jerry Johnson, Johnson Economics

1. CALL TO ORDER OF THE AURORA CITY COUNCIL MEETING

Mayor Brian Asher called the meeting to order at 7:04pm.

2. ROLL CALL

Mayor Brian Asher-Present
Councilor Mercedes Rhoden-Feely-Absent
Councilor John Berard-Present (Zoom)
Councilor Charles Roper-Present
Councilor Wendy Veliz-Absent

3. AFFIRMATIONS

Councilor John Berard noted on his morning walks to the park how clean and available the restrooms are and how well-kept this public service is. Those who help keep the park in this condition deserve our thanks.

4. CONSENT AGENDA

- a) City Council Minutes—September 12, 2023
- b) Planning Commission Minutes—September 5, 2023
- c) Parks Committee Minutes—No minutes for last month
- d) Historic Review Board Minutes—August 22, 2023

Mayor Brian Asher moved to pass the Consent agenda. The motion was seconded by Councilor John Berard and carried.

5. VISITORS-No visitor comment.

6. CORRESPONDENCE

- a) Willamette Valley Commuter Rail Project Invitation to Discussion, October 15, 3pm
Mayor Asher noted he will attend this event, and he welcomed any community members to show support for this project.

b) Aurora Airport Overflight Database Email, Attachments

Joseph Schaefer noted this is a reminder of the collection of detailed data at Charbonneau for flights outside of the designated flight path - data shows one out of every seven flights is outside of the flight path. If any want to learn more about this subject, Schaefer invited follow-up with him or the contact who sent out the email.

c) Bleicherode, Germany Sister City Update Including Translated Proclamation

The City Recorder noted this process is moving along.

7. NEW BUSINESS

a) Public Safety Report (August / September)

Deputy Pete Walker noted he deployed a radar reader board last Friday afternoon, and this machine will be moved around town. A report with data will be generated, and he will provide that to Council. It was noted that traffic citations were down over the last couple of months, and Walker responded that some of his calls may be counted for the County if the stop occurs just outside of city limits. The same goes for other deputies covering the area. People are still speeding through town, Walker assured.

b) Astound Broadband Service Follow-up (David von Moritz)

Shawn Thomas stood in for David von Moritz and noted correspondence with a resident-customer to deal with an issue of connectivity. No glaring issues stood out, and there were only 10 calls for service from Aurora, across video and internet. To improve service quality over time in face of car-pole incidents and forced utility service updates in Dove's Landing might require a reboot to get service back to normal. Mayor Asher noted an uptick in the number of Astound trucks, and Thomas mentioned an inspection program where crew members are searching for systemic problems and getting fixes going. Asher thanked Thomas for the company's efforts and invited him to participate in next year's Aurora Colony Days event as part of a dunk tank competition.

c) Aurora Traffic and Traffic Speed

Councilor Roper noted he has been working with Marion County, public works, traffic engineers, and referenced pneumatic tubes for traffic count purposes at Ottaway, Liberty, and Main Street. Speed radar signs have been placed on Ehlen Road. Roper mentioned a county transportation safety plan discussed at North Marion School District last week, and Berard said one of the important parts of that meeting was the opportunity for area residents to indicate on a map the intersections or areas of traffic concern. Roper reiterated that if any residents have concerns, they can access the website included in the transportation packet materials and send in their concerns. It was noted Jim Stewart from the Planning Commission has been involved in the city's traffic interests.

d) Airport Land Use Update

Joseph Schaefer noted that there is still a wait for comments from the FAA on the master plan. No news on the 2012 master plan or church camp. It was noted there is daily earthmoving at the church camp with large excavator and dump truck activity. The economic opportunities analysis is currently before the Council.

8. OLD BUSINESS

a) Economic Opportunity Analysis Proposals and Award of Contract

Following his presentation about qualifications, Mayor Asher noted he knows the city will be going to court and proposed selecting Johnson Economics given the firm's experience with an EOA appeal. Joseph Schaefer noted that there is no formal recommendation from the Planning Commission due to an EOA being a public contracting action. This is the first part of an exercise to expand an urban growth boundary. There are budgeted funds to cover the cost of the initial EOA and possibly the next phase of this project. Data derived from an EOA would be good for up to a decade.

Councilor Berard moved to award the contract to Johnson Economics as this work relates to the expansion of Aurora's urban growth boundary, which motion was seconded by Councilor Roper and carried.

City Attorney Robinson added a parliamentary point relative to a deadline for protest, advising the setting of a new deadline given the date provided in the RFP materials assumed a decision at last month's Council meeting. Robinson suggested setting a new deadline for protest in keeping with Oregon Revised Statutes 279C and the city's qualification-based method for selecting engineering professional planners. Robinson suggested following OAR 137-048-0240, the basic protest procedure in qualification-based bidding under ORS 279C which is seven (7) calendar days from date of award. The City Recorder will inform respondents accordingly and provide the above OAR citation.

b) Council Communication with Community: Aurora Bucks Survey Incentive Consensus

Councilor Charles Roper referenced last month's Council discussion and funds available for the incentive. There is a goal of 100 responses or \$2500 assuming all redeem.

Mayor Asher moved to take on the Aurora communication survey and Aurora Bucks program incentive as stated in the minutes from last month with a capping value of \$3500 for total payout, which motion was seconded by Councilor Berard and carried.

c) Next Step with House Next Door to City Hall—Quotes for Demolition

Mark Gunter noted he received a bid for demolition at an amount of \$50,000 without remediation. The other two companies, excavators, solicited for bids would not be able to do the remediation in-house. Mayor Asher mentioned Lovett could do the entire job.

9. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS [20-25 min]

a) Resolution 847, A Resolution for the Expected Expenditure/Payment for Ongoing Geotechnical and Survey Work in Furtherance of ARPA Grant SR2301 to Update the City of Aurora Wastewater Treatment Facility

Mayor Asher read the above resolution by title and moved to accept it, which motion was seconded by Councilor Roper and passed.

10. EXECUTIVE SESSION

Though referenced in the agenda, there were no executive sessions at this meeting.

11. REPORTS

a) Finance Officer

Finance Officer Mary Lambert left early, but her report was in the packet. No questions.

b) Public Works

Public Works Superintendent Mark Gunter noted ODOT paving in town last weekend. Well #3 will be replaced by well #6, but state staffing issues are slowing the process on both water and wastewater projects.

c) City Attorney

City Attorney David James Robinson provided a brief overview of his report.

d) City Recorder

City Recorder Rodgers provided detail about an anticipated commercial development.

e) Traffic Safety Liaison

Based on an insight gained through a tour with Marion County transportation, Councilor Berard suggested a speed mitigation factor of establishing a large Welcome to Aurora sign at the south city entrance off Hwy 99e and some plantings via public partnership.

f) Airport

Nothing additional beyond what was already covered about the airport earlier in meeting.

g) Planning

Schaefer noted a start on a new code update, and ideas are welcome for amendments.

h) Community Outreach

Mayor Asher referenced the work of the Food Bank in town with up to 40 people served.

i) Community Preparedness

Mayor Asher attended a Kasel Ct homeowner association meeting. He anticipates a North Marion School District meeting to improve graduation rates and increase property values.

j) Parks Committee – No report this month.

k) Mayors Report

Mayor Asher noted ongoing fundraising with hopes for the short session in 2024.

12. ADJOURN

Mayor Asher adjourned the meeting at 8:10pm.

Brian Asher, Mayor

ATTEST:

Stuart A. Rodgers, City Recorder

Minutes
Aurora Planning Commission Meeting
 Tuesday, October 3, 2023 at 7 P.M.
 City Council Chambers, Aurora City Hall
 21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Stuart A. Rodgers, City Recorder

STAFF ABSENT: NA

VISITORS PRESENT: NA

1. CALL TO ORDER OF THE AURORA PLANNING COMMISSION MEETING

Chair Joseph Schaefer called the meeting to order at 7pm.

2. ROLL CALL

Chairman Joseph Schaefer-Present

Vice Chair Craig McNamara-Present

Commissioner Bud Fawcett-Present

Commissioner Jim Stewart-Present

Commissioner Jonathan Gibson-Present

Commissioner Tyler Meskers-Present

Commissioner Bill Graupp-Present

3. CONSENT AGENDA

a) Planning Commission Minutes – September 5, 2023

Commissioner Jim Stewart moved to accept the Consent Agenda, Commissioner Craig McNamara seconded, and the motion carried.

4. VISITORS-NA

5. CORRESPONDENCE

a) Overflight Email

Chair Joseph Schaefer provided an overview of overflights and asked to get a feel about commissioners' thoughts on the city supporting research of overflights outside of the Aurora State Airport's designated flight path. It was noted that even if the airport were brought into the city, the city would not be responsible for flight operations. The Commission had mixed views of whether the city financially support data gathering, leaning toward no support or ambivalence for a study. Schaefer will reach out to Peter Shikli on selection of a date for the referenced overflight presentation and circulate it.

6. NEW BUSINESS

a) Code Amendments for Review

Commissioner McNamara understands the intended code amendment for recreational vehicles was to keep the first section A (should not be lined out) of Aurora Municipal Code 10.08.040 and change A back to original B. All other noted changes are good.

The proposal under the Conditions of Approval code amendment is to increase the hours of operation for the marijuana business to 10pm.

One change that did not make it into the packet regards LUBA appeals. This year the legislature changed the rules on withdrawal for reconsideration, and the city does not have a rule to implement it in a comprehensive plan amendment, for example. If an appeal is successful on one point but not on other points, the other sections not successful in appeal can go ahead for implementation. A severability clause is common in contracts and enables the balance of a contract to continue forward even if a section of that contract has been ruled illegal. Basically, if there is one mistake the whole ship does not sink.

The other change relates to a needed housing statute ORS 197.307 (4), say if you have an application for housing, it can only with some exemptions be subject to clear and objective standards. Historic Districts would be one of the exemptions. Otherwise, you can only apply those clear and objective standards. If a city denies applicant but the applicant wins at LUBA, the applicant can recover its attorney fees from the city. Schaefer's view is to adopt code consistent with the new statutes and LUBA's implementing rules. Now the city can withdraw its application for reconsideration from LUBA just before its brief is due, really late in the game.

Commissioner Jonathan Gibson noted that the responsibility for sidewalk maintenance is not spelled out in the code, that only up to each side of a house is the property owner responsible, leaving out the section of sidewalk between houses.

An additional code change to preclude parking in front of US Post Office boxes has been updated according to previous Commission conversation.

Commissioner Stewart is still working on the stormwater code amendment.

The City Recorder provided some background on the issue of "continuous" noise relating to a complaint of a dog barking in town. The conclusion based on research was the noise of a dog barking does not constitute a continuous noise as machinery is continuous and would therefore not hold up in court. Also, the required training referencing Oregon Department of Environmental Quality as a competent body does not exist and should be removed from code.

Chair Schaefer noted that the overlay zone basically provides that no one can build higher than the horizontal surface or pink plane (133' above the runway) as shown on page 7 of the packet or first attached page (entitled "Airside Elements") to the Shikli email. But given its complexity, Schaefer suggests rewriting Aurora's overlay zone code so that it is more easily understood and will reach out to the City's contract planner for assistance in conveying this need for simplification ODAV.

7. HEARING-NA

8. OLD BUSINESS

a) Airport Land Use Update

Chair Schaefer noted there is an issue of importation of 25,000 yards of fill (equates to 2,000 dump trucks full of fill) at the church camp site.

For a PAAM report, Commissioner Jonathan Gibson noted the head of the ODAV for Aurora, Tony Beach, in attendance at the last PAAM meeting said the last Vehicle Pedestrian Deviation (VPD) was reported in May, a big improvement from prior years. Aurora was on the list at nine (9) of these VPD incidents, securing a place on a national list with larger airports. Taxi way paving and markings is out to bid for summer construction with anticipated five-day closure, somewhat impactful for aviation folks. Trees at the north end of airport on the Malita property are still an issue. There is a catch-22 issue with Malita not wanting to allow an easement to trim trees and the FAA not wanting to fund the work unless they have a permanent easement.

The airport lost another one of its controllers to the FAA, and it was noted there are 1200 jobs at the airport.

Marion County Sheriff Deputy Pete Walker was in attendance at the meeting and discussed I-5 closures with construction at the exit. Traffic will be rerouted through the 551. It was noted that the Council packet from last month's (September) Council meeting includes the ODOT presentation for details on the closures. It was noted that the lobby for tolling is still very strong.

An airport master plan PAC meeting will be held on Wednesday, November 15.

b) Economic Opportunities Analysis Proposals

Chair Schaefer noted there are four airport related issues: 1) EOA – those who submitted EOA proposals presented at last month's Council meeting, and this item of business was tabled to October's Council meeting. It was also noted that Planning Commissions will start getting longer, including an increasing number of meetings. 2) The Old or 2012 master plan case is still sitting at the Court of Appeals, with a decision later this winter. 3) The new master plan is getting back into gear. The church camp has now been assigned to a third Circuit Court judge with motions being filed. The airport's view is that the earth moving is erosion control. Schaefer is happy to provide documentation for any of the above cases or issues.

9. ADJOURN

Chair Schaefer adjourned the meeting at 7:52pm.



Joseph Schaefer, Chair

ATTEST:



Stuart A. Rodgers, City Recorder

Minutes
Aurora Historic Review Board
 Tuesday, September 26, 2023, 7 P.M.
 City Council Chambers, Aurora City Hall
 21420 Main Street NE, Aurora, OR 97002

STAFF PRESENT: Stuart A. Rodgers, City Recorder

STAFF ABSENT: None

VISITORS PRESENT: None

1. CALL TO ORDER OF THE AURORA HISTORIC REVIEW BOARD MEETING

Chair Jan Peel called the meeting to order at 7pm.

2. ROLL CALL

Chair Jan Peel-Present

Member Gayle Abernathy-Present

Member Julie Sixkiller-Present (Zoom)

Member Richard Goddard-Present

3. VISITORS-NA

4. CONSENT AGENDA

a) Historic Review Board Minutes – August 22, 2023

Motion by Member Richard Goddard to accept the HRB minutes from July 25, 2023, which motion was seconded by Member Gayle Abernathy and all present approved.

5. CORRESPONDENCE-NA

6. NEW BUSINESS

a) 21533 Liberty Street Paint Application

Member Richard Goddard moved to approve an application for certificate of appropriateness for Mercedes Rhoden-Feely, which motion was seconded by Member Julie Sixkiller and carried.

b) Pheasant Run Winery A-Frame Sign Application

It was noted that Heritage Bold is stylistically similar to the sign font presented on the application. It was also noted the motion deals with only one of four signs presented in Pheasant Run Winery's application.

Member Sixkiller moved to approve one wall sign 5' x 3' made of metal material with Heritage Bold font for Pheasant Run Winery, which motion was seconded by Member Goddard and passed.

Two existing a-frame signs were also discussed along with what goes on them. It was clarified that a plastic a-frame sign must be of a white color with black vinyl lettering. It was also noted that plastic a-frames have not been allowed until the most recent code update earlier this year (January 2023).

Chair Peel suggested waiting to approve the other signs along with locations based on Title 17 standards. Peel requested the McKnights bring back a completed application for each sign type requested and supply all the information needed for approval. It was also requested they bring the template they referred to.

It was noted that chalkboards are allowed by code but that only chalk may be used on them (no paint). The ordinance for chalkboard requirements is 17.24.060 F (see Except Signs).

c) Aurora Colony Pub A-Frame Sign Application – No sign application was submitted.

d) Updating HRB Paint Color Options

The color folders are great, but the page outlining colors across types of historic district structures in the “by year” category (i.e., non-contributing, commercial, etc) will be used by staff only to determine the appropriate folder for each applicant. It was proposed to get rid of the non-approved colors folder. And it was noted that colors should be broadly applicable to non-contributing residential and commercial overlay structures that are 1921 and newer and should need approval in light of staff and HRB current authority to approve roofs but not paint colors. Staff will look into a possible Title 17 ordinance change with next code update to include non-contributing residential as only non-contributing commercial is currently controlled. Any questionable colors, or ones not listed, would go to HRB for review.

7. OLD BUSINESS

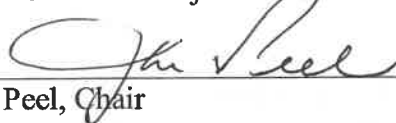
a) Certified Local Government (CLG) Grant – General Update

Emma Walk grant materials have been submitted, and the city awaits approval for reimbursement. An in-person as well as virtual tour options are available. All residents in town received a brochure in their water bill. The City Recorder will follow up with Kuri Gill and invite her to a meeting so the HRB can receive feedback about this grant round and how the city might improve for other grant opportunities.

b) HRB Member Recruitment – This item not discussed.

8. ADJOURN

Chair Peel adjourned the meeting at 8:45pm.



Jan Peel, Chair

ATTEST:



Stuart A. Rodgers, City Recorder

Correspondence

From: [Donald Kunz](#)
To: [Recorder](#); [Aurora Colony Historical Society](#); [mayor](#); [Brian Asher](#)
Subject: update: plaque donation & Bleicherode proclamation
Date: Tuesday, October 24, 2023 11:37:42 AM

Stuart, Diane, and Mayor Asher,

I just spoke with Barbara Kerkmann and she is willing to view the video and give us a summary. She will do this in the next few days. Once I receive it, I will of course forward it on to you. I will also let Christoph Maletz know so that he can inform Mayor Rostek. Stuart, Barbara lives near or in Aurora and visited Bleicherode with ACHS Board member Coral Hammond last August, and has generously helped with translating correspondence between ACHS and Bleicherode.

This video is very good news given the delays with the plaque and proclamation.

Donald

On Oct 24, 2023, at 11:17 AM, Recorder <Recorder@ci.aurora.or.us> wrote:

Thank you, Donald.

I see the video just fine, via password information provided below – only I speak Spanish, not German :)

Once the translation wraps, please send along and will make sure our Council receives it.

Mayor Asher CCd here so he's aware of the progress, and I can add the below email to our agenda under Correspondence.

Hope you enjoyed your time in Canada, and best with tackling all that's awaited your return!

Stuart A. Rodgers
Aurora City Recorder
O - 503-678-1283
C - 503-409-1434

From: Donald Kunz <darkunz@me.com>
Sent: Tuesday, October 24, 2023 11:07 AM
To: Recorder <Recorder@ci.aurora.or.us>; [Aurora Colony Historical Society](#) <dkdowns@gmail.com>
Subject: update: plaque donation & Bleicherode proclamation

Dear Stuart and Diane,

I returned from Ontario, Canada on October 11th and have been working very hard on our plaque and proclamation issues - besides the many other issues greeting me.

Here's an update:

Plaque:

I was informed prior to my Ottawa departure by Christoph Maletz, the acting minister for Bleicherode's St. Marien church, that Bleicherode's financial administration office had finally set up a PayPal account so I could "easily" send donation funds for the Keil plaque. It has taken me over 30 phone calls to PayPal's technical support team to finally get my account set up properly. That occurred yesterday and today PayPal declared my account is "perfect".

However, this morning, I learned that Bleicherode's PayPal account was not set up properly, and I've sent Christoph an urgent message. He's responded that he will call their chief financial officer tomorrow. The problem can only be solved at their end by contacting Germany's PayPal technical team. The only other alternative is that I carry the funds with me to Germany next summer, which of course will delay the plaque another year, especially since I don't know the final cost. It's an expensive undertaking but I am fully committed. Stay tuned!

Bleicherode's Proclamation:

Since returning, I asked Christoph for an update on Bleicherode's proclamation as I had been informed Mayor Rostek and Council were to have met on September 28th. Here's what I learned from Christoph:

"Mayor Rostek and some important people were ill. So they could not have a meeting. On Tuesday I met the Mayor and asked that's why. He promised me that they will decide on the proclamation in December." Christoph also informed me that their November agenda was full. I am waiting to learn what date in December the mayor/council will meet.

Special Video Sent to Aurora from Mayor Rostek & two representatives:

I also learned that Mayor Rostek & two representatives sent a special video message to Mayor Asher in September. When I asked how the message was sent, he wasn't sure. However, there's a video link below in Dropbox (see below). I will leave this for you to investigate. It would be in German, so if you are able to access it, you will need translation help from Barbara Kerkmann. Please let me know if you are able to view it. And if yes, the next steps to get it translated. I want to let Christoph know as soon as possible.

Sending best always,

Donald

Begin forwarded message:

From: "Dr. H.-Ch. Maletz" <info@dr-maletz.de>
Subject: Re: plaque donation update & Bleicherode proclamation
Date: October 18, 2023 at 12:36:31 PM PDT
To: "Donald Kunz" <darkunz@me.com>

Dear Donald,

#1: The video message was sent via Dropbox.

Here is the link:

https://www.dropbox.com/scl/fi/lw66912ggzec9gnls1ffb/IMG_0005.MOV?rlkey=npb42wdf003pvceug7cnk0tyl&dl=0

Password: Bleicherode123

Neither I don't know to whom the message was sent. I think to the Mayor of Aurora.

#2: The council meets once a month and the agenda for November is to full. That's why December.

Best regards,

Christoph

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

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From: [Donald Kunz](#)
To: [Brian Asher](#); [Recorder](#); [Aurora Colony Historical Society](#)
Subject: Bleicherode Sept. video to Mayor Asher
Date: Monday, October 30, 2023 10:36:32 AM
Attachments: [Bleicherode Sept2023 Video.doc](#)

Dear Mayor Asher, Stuart, and Diane,

Barbara Kerkmann graciously translated the video you recently received from Mayor Rostek and his colleagues, that was made in September. I hope you've had an opportunity to view the video. If you can't open the attachment, let me know.

Here's the link to her translation.

Sending best wishes,
Donald Kunz

Mayor Rostek “Good morning and greetings to Aurora from today's City Council meeting over here. We would like to send warmest greetings. We, that's me, Frank Rostek, the mayor of Bleicherode city.”

Rolf Becker “And I am Mr. Rolf Becker, the head administrator of our relatively large administration.”

Maximilian Bahr “And my name is Maximilian Bahr. I am the Deputy Chairman of the Support Organization for City Partnerships with the City of Bleicherode.”

Mayor Rostek “As I said, we want to send warm greetings to everyone. It is not really possible for us to attend the Aurora City Council meeting with our interpreter at four in the morning local time. Nevertheless, we would love to stay in touch, perhaps at the opposite time of day. Considering our scheduling constraints. We suggest 7:00 p.m. here in Bleichrode, which would be 10 A.M. local time in Aurora. Some of you have already visited us, so I would like to also greet everybody.

Some details about Bleicherode. We are a city in the north of the Free State of Thuringia, in Central Germany, with over 10,000 inhabitants. Of course, we have lost a citizen over 170 years ago, namely Wilhelm Kiel or Keil, who emigrated, so to say, to America, to found the communities of Bethel and Aurora. And that is the foundation for our future cooperation. We want to work together towards gaining majorities in the city council for such a partnership, which would make us very happy.

Entering into close communication, of course, will not be that easy. Mostly because of the distance of many thousands of kilometers. But this is a challenge that we are willing to meet, as long as our City Council approves it, at one of its next meetings here. I actually assume so. Maybe say a little more about our administration, Mr. Becker.”

Rolf Becker “Gladly. Gladly. I have already said that we have a relatively large administration. We have a total of 104 employees, in five municipal preschools/daycares; in a construction yard that is divided into two locations, outside of town; a separate building authority in another part of town, and the core administration here in the city of Bleicherode. In the purely an administrative department of the core administration. There are currently 46 employees who take care of our 14 small towns and there are also another five towns for which we also perform administrative and mandatory tasks.”

Mayor Rostek “Yes, thanks. Maybe Maximilian, some information about partnership work.”

Maximilian Bahr “Yes, we as a support association, would of course also very much welcome the inclusion of another partner city into our support project of city partnerships. And we already support three city partnerships, with a city in Germany,

with a city in France and with a city in Poland. We would also be very much in favor of integrating another partnership, and hope for a positive city council decision.”

Mayor Rostek “And therefore, wishing all the best to Aurora. Nice to meet you next time and you say goodbye. Thank you.”



At Astound Broadband, it's important to us that we keep you and our customers informed about changes to Astound TV services. This letter is meant to inform you of an upcoming programming contract negotiation that may affect the TV service of our customers that live and/or work in your community.

Astound's agreement with Starz Networks expires on November 15, 2023. A complete list of impacted networks can be found below:

Starz	Starz Kids & Family	Starz Edge
Starz Cinema	Starz In Black	Starz Comedy
Starz Encore	Starz Encore Action	Starz Encore Black
Starz Encore Classic	Starz Encore Family	Starz Encore Suspense
Starz Encore Westerns	Encore Movieplex	Encore Retroplex
Encore Indieplex		

Please note, not all networks are carried in all Astound service areas

Our goal is to continue carriage of these networks on our channel lineup; however, it is possible that we will have to adjust our packaging and pricing as a result of new agreement terms. It is also possible we won't be able to come to an agreement with Starz and will be required to remove all Starz networks from the Astound TV service.

Over the last several years, the availability of new streaming apps has grown tremendously, giving consumers direct access to subscribe to content they want. Customers can subscribe to Starz content directly by going to [Starz.com/buy](https://www.starz.com/buy) or through a number of other online streaming services including Amazon Prime, Apple TV, Hulu, and more.¹ Astound customers can even download the Starz app directly to their Astound TV set-top box which helps to minimize disruption of their services.

Customers will also be sent notice of these potential changes. If you have any questions, please reach out to me at jared.sonne@astound.com.

Sincerely,

Jared Sonne
SVP & General Manager, Astound West

¹ Availability and cost of streaming content from third-party sources is subject to change and certain third-party fees may apply. Separate streaming membership is required for these services (and sold separately). Access to Starz, Hulu, Amazon Prime and other streaming services requires compatible Astound TV equipment and our Internet service. HDMI-capable TV is needed for TV service. Your TV needs an HDMI output. Minimum speed of 100 Mbps Internet service is required. Compatible equipment is required. Availability of certain On Demand content may depend on subscription to the tier/service that includes the underlying linear channel. Pricing and programming subject to change; availability may differ by location; certain on demand, events and pay-per-view titles are available an additional cost. Some features and functions may not be available out of the home. TV programs cannot be streamed outside of the United States. All names, logos, images and service marks are property of their respective owners. Not all services are available in all areas. Other restrictions may apply. For more info visit <https://www.astound.com> or call.

From: [Ottenad, Mark](#)
To: [Andrew Mulkey \(andrew@friends.org\)](#); [Ben Williams - Friends of French Prairie \(fopf99@gmail.com\)](#); [Charlotte Lehan \(charbs51@frontier.com\)](#); [Councilor Joann Linville](#); [Councilor Katie Dunwell](#); [Greg Leo \(Greg@TheLeoCompany.com\)](#); [Guile-Hinman, Amanda](#); [Jeff Lewis \(ReformFAAnow@gmail.com\)](#); [Joseph Schaefer](#); [Ken & Bernice Ivey \(ken@ijco-cpa.com\)](#); [mayor](#); [Mayor Julie Fitzgerald](#); [Neamtzu, Chris](#); [Ottenad, Mark](#); [Pat Hickman \(phickman@comcast.net\)](#); [Peter Shikli \(pshikli@access2online.com\)](#); [Roger Kaye \(rkaye2@gmail.com\)](#); [Recorder](#); [Wayne Richards \(rich4748@outlook.com\)](#)
Subject: Thur 11/16 ODOT Open House: I-5 Boone Bridge & Bike/Ped Facility Replacement Project in Wilsonville
Date: Tuesday, October 24, 2023 11:17:40 AM
Attachments: [image001.png](#)
[image022.png](#)
[image026.png](#)
[image027.png](#)

Thur 11/16 ODOT Open House: I-5 Boone Bridge & Bike/Ped Facility Replacement Project in Wilsonville

The Oregon Department of Transportation (ODOT) is exploring options to replace the I-5 Boone Bridge in Wilsonville with a modern crossing that can withstand a major earthquake and improve traffic flow.

ODOT is also considering opportunities to improve safety for drivers and provide new walking and biking options over the Willamette River. The current bike/ped options include:

- **[French Prairie “Bike-Ped-Emergency” Bridge](#):** A new, separate bike/ped bridge parallel with the I-5 auto bridge and with capacity for emergency responder response. City of Wilsonville has led a multi-year, inter-jurisdictional planning effort with ODOT and other agencies to develop the [French Prairie Bridge concept](#) that would link the Portland metro-area Ice Age Tonquin Trail with the Willamette Valley Scenic Bike Route.
- **Bike/Ped Lane on the I-5 Bridge:** A new, concrete-barrier lined bike/ped lane on the I-5 Boone Bridge with over 125,000 vehicles per day that runs along the highway right lane.

Which option would you prefer for a bike/ped route over the Willamette River at Wilsonville — a safe separate bike/ped bridge, or an on-highway barrier-lined highway bike lane? YOUR INPUT IS CRUCIAL TO ODOT’S DECISION!

Attend the open house to learn more about the project, ask questions and provide your input on the project. A brief presentation will begin at 6 p.m.

Thursday, November 16, 5:30-7:30 p.m.

[Wilsonville City Hall, 29799 Town Center Loop E, 97070](#)

Can't attend the open house? **You can visit the website to find out the same information that will be shared at the open house – [a virtual open house starts on Nov. 6](#). Visit the website and sign up for project alerts to find out when the information goes live:**

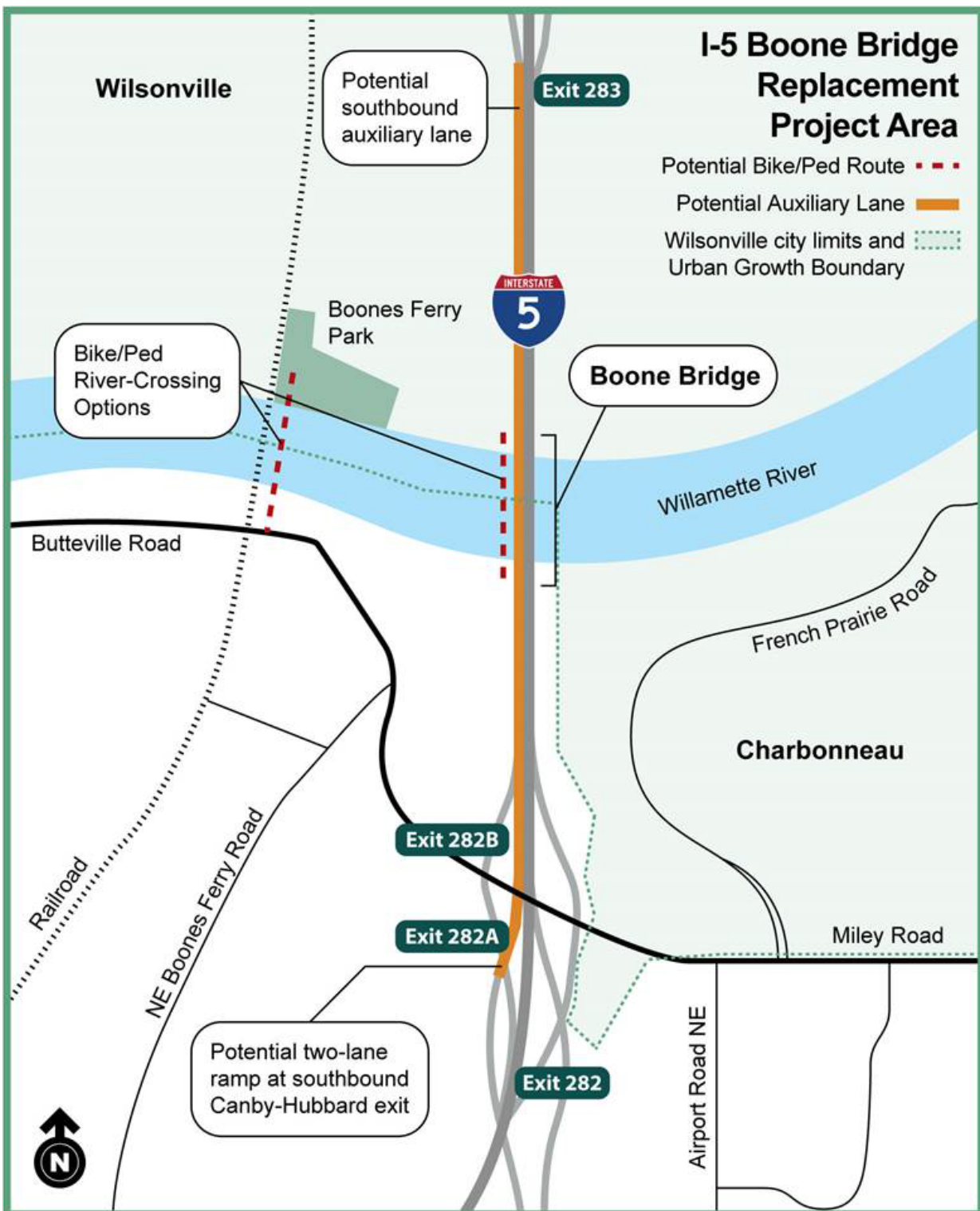
<https://tinyurl.com/BooneBridge>.



 **SCAN ME**

You may also submit questions and comments via email at: i5BooneBridge@odot.oregon.gov.

Questions? Contact: Rose Gerber, Public Outreach and Media Manager, Urban Mobility Office, Oregon Department of Transportation, at 503-779-6927; Rose.Gerber@odot.oregon.gov.



For ADA (Americans with Disabilities Act) or Civil Rights Title VI accommodations, translation services, interpretation services or more information call 503-731-4128 or Oregon Relay Service 7-1-1.

Para servicios de traducción e interpretación, llame al 503-731-4128.

[City of Wilsonville proposed French Prairie Bridge: Cable-Stayed Bridge](#)



I-5 Boone Bridge with over 125,000 vehicles per day





Mark C. Ottenad

Public/Government Affairs Director

City of Wilsonville / South Metro Area Regional Transit (SMART) / Explore Wilsonville

29799 SW Town Center Loop East

Wilsonville, OR 97070

General: 503-682-1011

Direct: 503-570-1505

ottenad@ci.wilsonville.or.us

www.ci.wilsonville.or.us

www.ridesmart.com

www.ExploreWilsonville.com



Wilsonville City Hall is now open, with physical distancing controls in place. During COVID-19, we wish to remain responsive while prioritizing the health and safety of the Wilsonville community. We are happy to meet by call or teleconference as an alternative to face-to-face meetings.

DISCLOSURE NOTICE: Messages to and from this E-mail address may be subject to the Oregon Public Records Law.

Links contained in this email have been replaced. If you click on a link in the email above, the

From: [Linda Hansen](#)
To: [Dadson, Scott](#)
Subject: Follow up to Oct. 25 Willamette Valley Commuter Rail Convening
Date: Wednesday, November 1, 2023 4:06:33 PM
Attachments: [image002.png](#)

Good afternoon, Everyone!

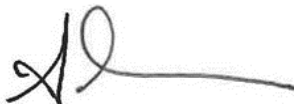
Thank you for your interest in the October 25 Mid-Willamette Valley Commuter Rail convening. Hosted by the MWVCOG, over 60 people representing a variety of local governments and agencies came together to discuss the possibility of Commuter Rail connecting the Portland metropolitan area with the Salem/Keizer metropolitan area. To recap, ODOT State Rail Planner Robert Melbo shared information on a study that ODOT had done regarding commuter rail in the Mid-Willamette Valley. Representative Kevin Mannix discussed a bill that is being prepared for the 2024 Legislative session to study the extension of the Westside Express Service (WES) line to Salem. The route would use the existing Portland & Western Railroad line that runs from Wilsonville through Donald, Woodburn, Keizer, and into Salem. You may find the documents from the convening [here](#).

The MWVCOG legislative committee will coordinate with Representative Mannix to revise and shepherd the proposed bill through the 2024 legislative session. Once the bill is drafted, we will disseminate the bill to you and ask that you and your governing bodies take action to support the bill and work with your appropriate legislators to communicate that support.

Time is of the essence. If the proposed bill passes a final report will need to be completed by December 2024. We are asking that if your governing body is a proposed member of the 30-member advisory committee that you take action to identify who will be your representative prior to March 2024 so that the initial meeting of the advisory committee can occur shortly after the session ends.

I appreciate your interest in the topic and will be in touch with you as the process progresses.

Sincerely,



Scott Dadson, MWVCOG Executive Director

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

From: [Shawn Waite](#)
To: [Carl Lund](#); [Lani Radtke](#); [Byram, Holly](#); [Carmichael, McRae](#); mjaffe@mwvcog.org; [Renata Wakeley](#); [Recorder](#); [Charles Rostocil](#); [James Audritsh](#)
Subject: FW: Metro-Marion County MPA Boundary
Date: Tuesday, October 31, 2023 7:32:03 AM
Attachments: [Questions for METRO and ODOT.docx](#)

FYI. The questions were sent to ODOT this morning. The meeting invite should be coming out today from Erik's team.

Thank you.

Shawn

From: Shawn Waite
Sent: Tuesday, October 31, 2023 7:28 AM
To: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>
Cc: Charles Rostocil <charles.rostocil@cityofhubbard.org>
Subject: RE: Metro-Marion County MPA Boundary

Hi Erik,

I wanted to send you the list of questions in advance that we would like to discuss at our meeting next week. In attendance will be members from MWVCOG, Marion County, City of Hubbard Mayor, and City Recorder for Aurora. Potential we could have our Council President and council members/Mayor from Aurora.

Thank you again for your time.

Shawn Waite (she/her)

City Administrator
3270 Second Street
Hubbard, OR 97032

Desk: 503-981-9633
Cell: 971-442-3825
Fax: 503-981-8743

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Records Retention Schedule and may be made available to the public.

From: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>
Sent: Friday, October 27, 2023 11:31 AM
To: Shawn Waite <swaite@cityofhubbard.org>

Cc: Charles Rostocil <charles.rostocil@cityofhubbard.org>

Subject: RE: Metro-Marion County MPA Boundary

Thanks Shawn. I have asked my Admin Assistant to work with you on getting something scheduled. I also think our next meeting may already be scheduled for around mid-November?

As for what does it mean for these areas to be included in the MPA for the Portland urbanized area – we can answer some of those questions now, but others will need to be decided through other processes. One simple aspect is that these areas will be required to be part of the MPA per federal rules. However, the exact details of what that means are items that still need to be decided.

Hopefully we can find a little time soon to talk more.

Erik Havig

Oregon Department of Transportation
Policy, Data & Analysis Division
Statewide Policy and Planning Manager
555 13th St NE | Salem, OR 97301-3871
Work Cell: 503-983-1874
Erik.m.havig@odot.oregon.gov

From: Shawn Waite <swaite@cityofhubbard.org>

Sent: Thursday, October 26, 2023 4:39 PM

To: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>

Cc: Charles Rostocil <charles.rostocil@cityofhubbard.org>

Subject: RE: Metro-Marion County MPA Boundary

You don't often get email from swaite@cityofhubbard.org. [Learn why this is important](#)

This message was sent from outside the organization. Treat attachments, links and requests with caution. Be conscious of the information you share if you respond.

Hi Erik,

Per our phone conversation, the cities of Hubbard and Aurora, team members from the MWVCOG, and staff from Marion County would like to have in an in-person meeting with you and your team and members of Metro (as appropriate) next week to discuss the MPA and what that means. Can you please provide me with some dates and times that will work?

Thank you for your time.

Shawn Waite (she/her)

City Administrator
3270 Second Street
Hubbard, OR 97032

From: [Andrew Mortensen](#)
To: [Erik.M.HAVIG](#); [MATTHEWS Ian J](#); [DORMAN Neelam](#); [glen.a.bolen](#); [ZWERDLING Naomi](#); [BERNARD Mark](#); [Kloster tom \(tom.kloster@oregonmetro.gov\)](#); [Ted Leybold *ODOT](#); [Ally Holmqvist](#); [Carl Lund](#); [ishanahan@co.marion.or.us](#); [vlnogle@cityofhubbard.org](#); [swaite@cityofhubbard.org](#); [Recorder](#); [PWS](#); [cfisher@mwvcog.org](#)
Subject: RE: Metro-Marion County MPA Boundary Follow-up
Date: Tuesday, October 31, 2023 7:52:12 AM
Attachments: [image001.emz](#)
[image003.png](#)

Good morning, all

In advance of our next meeting on November 15, we have sketched a suggested refinement of the proposed Metro Metropolitan Planning Area (MPA) and Federal Aid Urban Boundary (FAUB) within the subject area.

Two key points of our suggested refinements:

1. To link the various Wilsonville/Aurora/Hubbard areas we propose three segments along state highways 551 and 99E, restricted to just the highway rights-of-way.
2. MPA and FAUB boundaries extended within Hubbard and Aurora to their present urban growth boundaries.

We look forward to our discussion on 11/15. Best regards - Andrew

-----Original Appointment-----

From: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>

Sent: Tuesday, October 17, 2023 6:54 AM

To: HAVIG Erik M; Andrew Mortensen; MATTHEWS Ian J; DORMAN Neelam; glen.a.bolen; ZWERDLING Naomi; BERNARD Mark; Kloster tom (tom.kloster@oregonmetro.gov); Ted Leybold *ODOT; Ally Holmqvist; Carl Lund; jshanahan@co.marion.or.us; vlnogle@cityofhubbard.org; swaite@cityofhubbard.org; recorder@ci.aurora.or.us; pws@ci.aurora.or.us; cfisher@mwvcog.org

Subject: Metro-Marion County MPA Boundary Follow-up

When: Wednesday, November 15, 2023 8:00 AM-9:00 AM (UTC-08:00) Pacific Time (US & Canada).

Where: Microsoft Teams Meeting

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 253 495 690 51

Passcode: y38t2S

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 971-277-1965,,662072487#](#) United States, Portland

Phone Conference ID: 662 072 487#

[Find a local number](#) | [Reset PIN](#)

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Erik Havig

Oregon Department of Transportation

Policy, Data & Analysis Division

Statewide Policy and Planning Manager

555 13th St NE | Salem, OR 97301

Work Cell: 503-983-1874

Erik.m.havig@odot.oregon.gov

Hubbard/Aurora Questions

- Does inclusion of the Aurora Airport into the METRO MPA provide additional FHWA funding to METRO and the MPA other than the typical transportation/road network formulas?
- Are any of the following options available for Aurora and/or Hubbard:
 - Op Out
 - Appeal Process
 - Writing a letter to the governor
- What are the impacts to the METRO MPA formula for funding allocation (albeit small we assume the % will increase with the addition of these new populations and areas?)
- What are the impacts to the Marion County FHWA formulas since Hubbard, Aurora and the Aurora airport would move from the Marion County allocation to the METRO MPA allocation?
- Will incorporation within the Metropolitan Planning Area (MPA) have an impact or add requirements to a local Transportation System Plan (TSP)?
- What other impacts or requirements will be placed on Hubbard and Aurora once incorporated with the METRO MPA?
- Will there be additional requirements or restrictions on the City's land use planning activities; either current land use application reviews or long-range planning efforts such as UGB expansions?
- What is the process to get on funding application requests/lists for METRO MPA funds and what are eligibility requirements?
- The cities would like information on funding eligibility and what fund source eligibility may be gained (or lost) with this change. For example, will the City of Hubbard still get our gas tax allocation, or will it change? Will the City of Hubbard still be eligible for ODOT small city allotment funds if we are moved from a rural to an urban classification?
- The area school districts would also like information on funding eligibility and what fund source eligibility may be gained (or lost) with this change.

From: [MATTHEWS Ian J](#)
To: [HAVIG Erik M](#); [Renata Wakeley](#); [Recorder](#); [ZWERDLING Naomi](#); ["swaite@cityofhubbard.org"](#); [charles.rostocil@cityofhubbard.org](#); ["jaudtrish@cityofhubbard.org"](#); ["Byram, Holly"](#); ["mjaffe@mwwcog.org"](#); ["Carmichael, McRae"](#); ["Lani Radtke"](#); ["Carl Lund"](#); ["fcnglenn@gmail.com"](#)
Cc: [James Audritsh](#); [Curt Fisher](#); [mayor](#); [MANCUSO Sunshine](#)
Subject: FW: Metro-Marion County MPA Boundary Follow-up
Date: Wednesday, November 8, 2023 1:49:12 PM
Attachments: [image002.emz](#)
[image004.png](#)
[image001.emz](#)

Below is the map showing the proposed MPA/Federal Aid Urban Boundary for discussion next week. I will also work with our consultant to add this to the online mapping tool this week and will send out a notification to this group when that is done.

Thanks,

Ian Matthews

Senior Transportation Planner
 Policy, Data & Analysis Division
 Oregon Department of Transportation
Schedule: Tues-Fri, 7am-5:30pm

From: Andrew Mortensen <Ajmo@deainc.com>
Sent: Tuesday, October 31, 2023 7:52 AM
To: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>; MATTHEWS Ian J <Ian.J.MATTHEWS@ODOT.Oregon.gov>; DORMAN Neelam <Neelam.DORMAN@odot.oregon.gov>; BOLEN Glen A <Glen.A.BOLEN@odot.oregon.gov>; ZWERDLING Naomi <Naomi.ZWERDLING@odot.oregon.gov>; BERNARD Mark <Mark.BERNARD@odot.oregon.gov>; Kloster tom (tom.kloster@oregonmetro.gov) <tom.kloster@oregonmetro.gov>; Ted Leybold *ODOT <ted.leybold@oregonmetro.gov>; Ally Holmqvist <Ally.Holmqvist@oregonmetro.gov>; Carl Lund <CLund@co.marion.or.us>; jshanahan@co.marion.or.us; vlnogle@cityofhubbard.org; swaite@cityofhubbard.org; recorder@ci.aurora.or.us; pws@ci.aurora.or.us; cfisher@mwwcog.org
Subject: RE: Metro-Marion County MPA Boundary Follow-up

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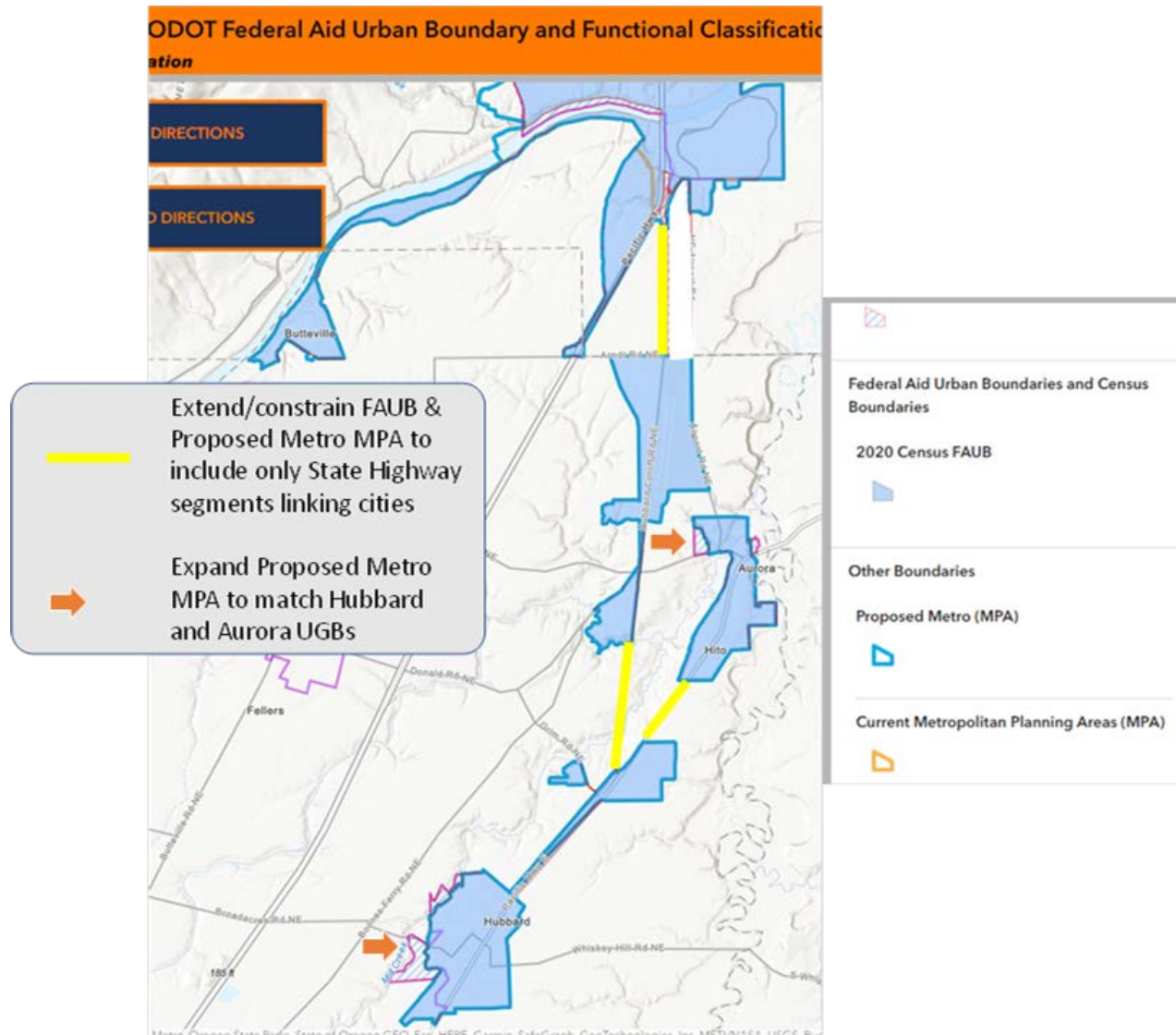
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-----Original Appointment-----

From: HAVIG Erik M <Erik.M.HAVIG@odot.oregon.gov>

Sent: Tuesday, October 17, 2023 6:54 AM

To: HAVIG Erik M; Andrew Mortensen; MATTHEWS Ian J; DORMAN Neelam; glen.a.bolen; ZWERDLING Naomi; BERNARD Mark; Kloster tom (tom.kloster@oregonmetro.gov); Ted Leybold *ODOT; Ally Holmqvist; Carl Lund; jshanahan@co.marion.or.us; vlnoyle@cityofhubbard.org; swaite@cityofhubbard.org; recorder@ci.aurora.or.us; pws@ci.aurora.or.us; cfisher@mwwcog.org

Subject: Metro-Marion County MPA Boundary Follow-up

When: Wednesday, November 15, 2023 8:00 AM-9:00 AM (UTC-08:00) Pacific Time (US & Canada).

Where: Microsoft Teams Meet



Oregon

Tina Kotek, Governor

Department of Environmental Quality
 Agency Headquarters
 700 NE Multnomah Street, Suite 600
 Portland, OR 97232
 (503) 229-5696
 Fax (503) 2296124
 TTY 711

October 17, 2023

Ted Millar
 TLM Holdings, LLC
 14379 Keil Rd NE
 Aurora, OR 97002-9410

Issued by: Certified Mail # 7019 1120 0000 1074 9705
 Email: tmillar@wwpmi.com
 Your DEQ Online

Re: TERMINATION NOTICE
 NPDES General 1200-C Construction Stormwater Discharge Permit
 DEQ File No. 127121/EPA No. ORR10G365/DEQ Permit No. 33886
 Aurora Airport Business Center, 22515 Airport Rd NE, Aurora,
 Marion County

Dear Ted Millar:

The Department of Environmental Quality (DEQ) is terminating 1200-C permit coverage for the Aurora Airport Business Center project located at 22515 Airport Rd NE in Aurora, Marion County, Permit No. 33886, pursuant to OAR 340-045-0033(10) and OAR 340-045-0060(2). The reason for revocation of permit coverage is DEQ has received notification that the land use approval for your project has been overturned, and that the land use appeals process has been exhausted. Permit coverage must be revoked because it appears that the demonstration of compatibility with the statewide land use planning goals required by ORS 197.180 cannot be obtained for the project described in the permit application. If you wish to appeal this action, you must submit a written request for a contested case hearing that states the ground for the request within 60 days of receiving this letter. Your permit coverage will continue to be in effect until the 60 days expire or a final order is issued.

If you have any questions regarding the enclosed Termination Notice, please contact Kendra Girard, Stormwater Specialist at 541-294-4790 or kendra.girard@deq.oregon.gov.

Respectfully,

Jennifer Wigal

Jennifer Wigal (Oct 17, 2023 16:17 PDT)

Water Quality Administrator

Enclosure: Termination Notice

Cc: Heather Tugaw, Western Region Water Quality Manager
 Diane M. Lloyd, State of Oregon DOJ



From: [Ottenad, Mark](#)
To: [Andrew Mulkey \(andrew@friends.org\)](#); [Ben Williams - Friends of French Prairie \(fofp99@gmail.com\)](#); [Charlotte Lehan \(charbs51@frontier.com\)](#); [Councilor Joann Linville](#); [Councilor Katie Dunwell](#); [Greg Leo \(Greg@TheLeoCompany.com\)](#); [Guile-Hinman, Amanda](#); [Jeff Lewis \(ReformFAAnow@gmail.com\)](#); [Joseph Schaefer](#); [Ken & Bernice Ivey \(ken@ijco-cpa.com\)](#); [mayor](#); [Mayor Julie Fitzgerald](#); [Neamtzu, Chris](#); [Pat Hickman \(phickman@comcast.net\)](#); [Peter Shikli \(pshikli@access2online.com\)](#); [Roger Kaye \(rkaye2@gmail.com\)](#); [Recorder](#); [Wayne Richards \(rich4748@outlook.com\)](#)
Subject: RE: Thur 10/5 Agenda State Aviation Board Meeting October 5, 2023
Date: Thursday, October 5, 2023 2:16:16 PM
Attachments: [image024.png](#)
[image003.png](#)
[image005.png](#)
[image026.png](#)
[image027.png](#)
[image028.png](#)
[image032.png](#)
[image033.png](#)

A few slides from today's SAB meeting...a state agency whose budget is dependent upon the sale of GHG carbon, thereby creating financial incentive to extend the Aurora State Airport runway in order to sell more carbon that generates more revenue.

We see below that ODAV is waiting for FAA to approve the Aurora State Airport operations forecast in order to advance the master plan process.

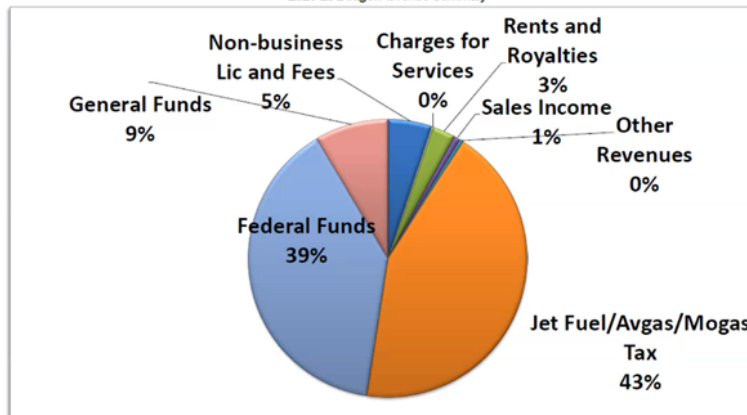
The Noise Complaints section appeared aimed directly at the Aurora State Airport and nearby communities, as Aurora was noted on several occasions.

These issues and more were presented today by City in meeting with [Amelia Porterfield, Regional Solutions Director and Coordinator Metro Region, Office of the Governor](#), which appoints the ODAV Director and SAB members. Most of our nearly 1.5-hour meeting was dedicated to reviewing the decade's worth of controversy caused by ODAV with local governments, CPOs and land-use conservation organizations. The basic ask was for agency to follow state land-use and public-process law, get a State Agency Coordination Agreement with LCDC, and engage local communities with meaningful public participation without predetermined outcomes. All apparently really hard asks for a rogue state agency accustomed to doing business as it likes.



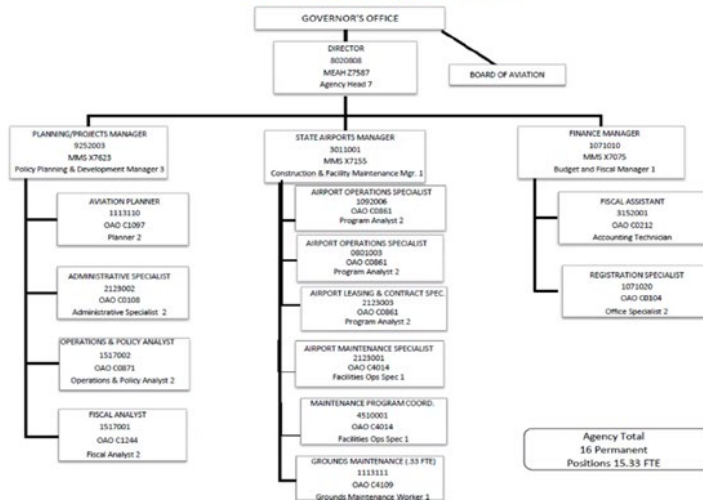
Financial Update Summary 23-25 Legislatively Adopted Budget

2023-25 Budget Revenue Summary





Financial Update 23-25 Org Chart



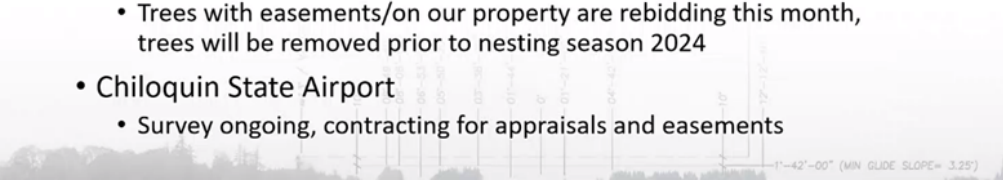
Financial Update 23-25 LAB Vote

Today's Vote- To approve the 23-25 Legislatively Adopted Budget as presented

General Funds	\$	2,448,406
Other Funds	\$	25,414,615
Federal Funds	\$	20,720,214
TOTAL All Funds	\$	48,583,235
16 Positions		15.33 FTE

Project Updates – Obstruction Removal

- Aurora State Airport
 - EA Rewrite – Full Chapters addressing FAA’s comments sent back to the FAA
 - Appraisals and easement acquisition will begin after EA is complete
- Mulino State Airport
 - Survey completed, contracting for appraisals and easements
 - Trees with easements/on our property are rebidding this month, trees will be removed prior to nesting season 2024
- Chiloquin State Airport
 - Survey ongoing, contracting for appraisals and easements



Upcoming Project Updates

- Aurora State Airport – Surface Seal and Markings Project
 - Currently out for bid, bid opening 10/12
 - Construction TBD, likely in 2024 due to weather
- Aurora Airport Master Plan
 - All FAA comments on Working Paper 1 compiled, addressed, and posted on project website.
 - No PAC meeting scheduled, waiting on FAA approval of forecast
- Cape Blanco Runway Rehabilitation
 - Currently out for bid with reduced paving scope, bid opening 10/12
- Prospect Runway Reconstruction
 - Approaching 100% Design, will bid this winter, construction during spring/summer of 2024

Airport Work – Upcoming Closures

- Aurora State Airport – Surface Seal Project
 - Winter 2023 – Spring/Summer 2024
- Joseph State Airport – PAPI Replacement
 - Runway WIP/short-term closures - October 2023
- Multiple State Airports – Obstruction Removal
 - October 1 2023 - March 31 2024

Noise Reporting

NOISE COMPLAINTS

REGULATORY AUTHORITY AND RESPONSIBILITIES

OPERATIONS

REPORT

Important Background Information

Regulatory Authority and Responsibilities

The Oregon Department of Aviation (ODA) owns and operates 28 public-use airports throughout the State of Oregon. Because our airports are public use, they are subject to common regulatory treatment and to governmental oversight actions by all of our governmental users. Any licensed pilot may operate in and out of Oregon's state-owned airports in accordance with all applicable Federal Aviation Regulations. It is only the Federal Aviation approved pilot's (FAA) authority to regulate and enforce laws with regards to airplane, aircraft, and control. The Oregon Department of Aviation does not have any authority over a pilot's actions in the air, and we are limited in what we can enforce on the ground. It is Federal Aviation Regulation (FAR) to regulate. The FAA is the agency responsible for investigating and enforcing the federal (FAR) rules and we use an expedient process.

Community Outreach / Aurora State Airport Noise Abatement Program

Alport (owner/operation) has an important role in airport planning and engineering, such as airport improvements and noise abatement ground procedures which are designed to reduce the effect of noise on residents of the surrounding areas of our airports. We accomplish this through Airport Noise Planning, community outreach, and evaluating noise complaints we receive from our neighboring communities.

In those efforts over the years, we have held public meetings, engaged in noise committees, and we have established noise abatement procedures for the Aurora State Airport. Aurora's noise abatement procedures were developed with input from our communities in order to address the concerns of our neighbors and to ensure that our operations are as quiet as possible. To help our neighbors, we have noise sensitive areas. Departure headings, traffic information, and other instructions are provided to assist with these efforts. These procedures are ongoing, and we do not have any legal authority to enforce non-compliance with these procedures. However, we do strongly encourage all pilots to adhere to the procedures to the greatest extent possible. In addition to regular discussions with

Noise Reporting

NOISE COMPLAINTS

- Regulatory Authority and Responsibilities**
- Community Outreach / Aurora State Airport Noise Abatement Program**
- Aircraft Operations Outside of Noise Abatement Procedures**
- What do we do with Noise Complaints?**
- Submitting a Noise Complaint or Inquiry for a State-Owned Airport in Oregon**

Noise Reporting

NOISE COMPLAINTS

Submitting a Noise Complaint or Inquiry for a State-Owned Airport in Oregon

Noise complaints can be submitted to the Oregon Department of Aviation by using the links and instructions below. We have a dedicated inbox for the public to send noise complaints or inquiries to, we also accept submissions on the phone, by letter, or at our office building during regular business hours.

To submit a noise complaint or inquiry for a specific aircraft operation near a state-owned airport, please submit the following information to:

noise.aviation@odav.oregon.gov

- Date, time, and location of observation
- Registration Number (N#) of observed aircraft
- Description of aircraft if N# is not available
- Nature of complaint or inquiry (please provide a detailed description of why you are reporting this noise event)
- Attach photographs of aircraft and/or flight tracking information
- Name and contact info (if your preference is other than email) for follow up

You may also submit the above information to us by:

- Phone – (503) 375-4360 (Please say you would like to submit a noise complaint)
- Fax – (503) 375-1588
- Sending a letter to, or stopping by our office at 3040 25th Street SE, Salem OR 97302 during regular business hours (9 am to 5 pm)

For general noise or safety complaints, please contact the FAA's Flight Standards District Office:

- Portland (western and central Oregon)
- Boise (eastern Oregon)

For noise complaints at a non-state-owned airport in Oregon, please contact the local airport owner/operator directly.

From: Ottenad, Mark

Sent: Wednesday, October 4, 2023 5:56 PM

To: Andrew Mulkey (andrew@friends.org) <andrew@friends.org>; Ben Williams - Friends of French Prairie (fofp99@gmail.com) <fofp99@gmail.com>; Charlotte Lehan (charbs51@frontier.com) <charbs51@frontier.com>; Councilor Joann Linville (linville@ci.wilsonville.or.us); Councilor Katie Dunwell (dunwell@ci.wilsonville.or.us); Greg Leo (Greg@TheLeoCompany.com) <Greg@TheLeoCompany.com>; Guile-Hinman, Amanda (guile@ci.wilsonville.or.us); Jeff Lewis (ReformFAAnow@gmail.com) <ReformFAAnow@gmail.com>; Joseph Schaefer (jschaefer@ci.aurora.or.us) <jschaefer@ci.aurora.or.us>; Ken & Bernice Ivey (ken@ijco-cpa.com) <ken@ijco-cpa.com>; Mayor Brian Asher (mayor@ci.aurora.or.us) <mayor@ci.aurora.or.us>; Mayor Julie Fitzgerald (fitzgerald@ci.wilsonville.or.us) <fitzgerald@ci.wilsonville.or.us>; Neamtzu, Chris (neamtzu@ci.wilsonville.or.us); Ottenad, Mark (ottenad@ci.wilsonville.or.us); Pat Hickman (phickman@comcast.net) <phickman@comcast.net>; Peter Shikli (pshikli@access2online.com) <pshikli@access2online.com>; Roger Kaye (rkaye2@gmail.com) <rkaye2@gmail.com>; Stuart Rodgers (Recorder@ci.aurora.or.us) <Recorder@ci.aurora.or.us>; Wayne Richards (rich4748@outlook.com) <rich4748@outlook.com>

Subject: FW: Thur 10/5 Agenda State Aviation Board Meeting October 5, 2023



Oregon

Tina Kotek, Governor

Cathryn Stephens, Board Chair

Sarah Lucas, Board Vice Chair

Bill Graupp, Jim Knight, Steve Nagy, Jeffrey Pricher Kenji Sugahara, Director of Aviation

STATE AVIATION BOARD MEETING AGENDA

DATE	October 5, 2023
TIME	10:00 AM – 2:00 PM
LOCATION	HIO Terminal Building 3355 NE Cornell Road Hillsboro, OR 97124
LIVESTREAM	<p>Microsoft Teams meeting</p> <p>Join on your computer, mobile app or room device</p> <p>Click here to join the meeting</p> <p>Meeting ID: 256 776 485 128</p> <p>Passcode: CQSqzC</p> <p>Download Teams Join on the web</p> <p>Or call in (audio only)</p> <p>+1 971-277-1965, 813523336# United States, Portland</p> <p>Phone Conference ID: 813 523 336#</p> <p>Find a local number Reset PIN</p> <p>Learn More Meeting options</p>

PRESENTING AGENDA Cathryn Stephens, Board Chair, and Kenji Sugahara, Director of Aviation

#	TYPE	TIME	ITEM	LEAD(S)
1	Information	5 min	Call to order & Introductions <ul style="list-style-type: none"> Welcoming new board members; Bill Graupp, Jeffrey Pricher, and Jim Knight 	Board Administrator/ Stephens
2	Information	5 min	Roll Call	Board Administrator
3	Action	5 min	<p>Approve Consent Agenda</p> <p>Approval of Prior Meeting Minutes:</p> <ul style="list-style-type: none"> June 1, 2023, Board Meeting Minutes July 6, 2023, Informational Session, and Executive Session Meeting Minutes Sept. 7, 2023, Work Session Meeting Minutes 	Stephens
4	Information	10 min	Port of Portland Welcome to Hillsboro Airport	Chief Aviation Officer Dan Pippenger
5	Information	15 min	<p>Public Comments <i>Limited to 2 minutes per speaker</i></p> <p>Director's Update</p> <ul style="list-style-type: none"> Launch for new Board. Planning and Programs Manager Update: <ul style="list-style-type: none"> Introducing Alex Thomas Advanced Technologies <ul style="list-style-type: none"> Electrification strategy AAM Strategy 	Board Administrator

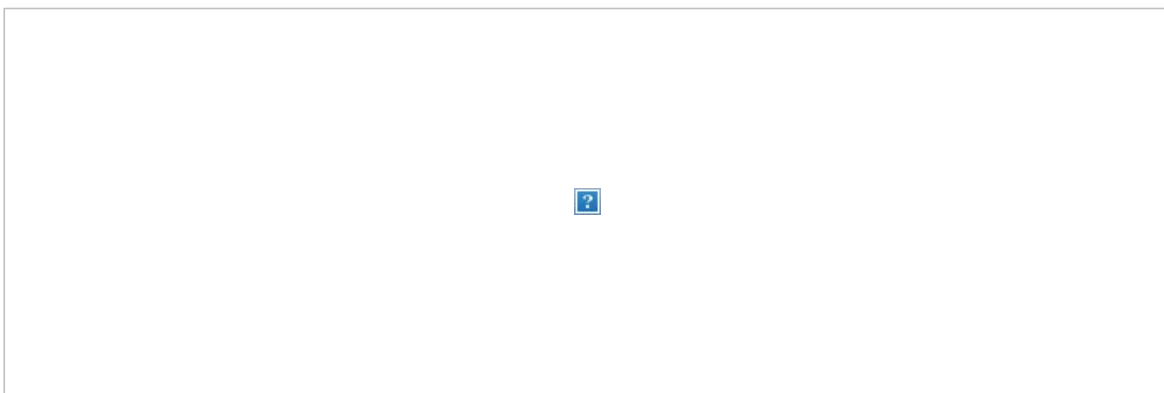
6	Information	20 min	<ul style="list-style-type: none"> > Smart Grant Application • Re-launch of UAS Task Force as NW Advanced Aviation Task Force • Education/Workforce Development Update • Oakridge Update • Summary of NASAO Meeting 	Sugahara
		11 am	5-minute break	
7	Action	20 min	COAR Program Update Approval of ASAP Report to the Legislature	Abrahamson/ Thomas
8	Action	10 min	ASAP Rule Amendment	Abrahamson/ Thomas
9	Action	20 min	Board Approval 23-25 Legislatively Approved Budget	Forest
10	Information	20 min	State Airports Manager Update	Beach
		30 min	Lunch Break	
		10 min	Board Updates This time is provided for the Board members to share news, events, or related information	Board
		10 min	Other Business This time is provided for the Board or Staff to bring up topics not on the agenda.	Board/ Staff
		5 min	<ul style="list-style-type: none"> • Agenda input • Summary of Board direction to staff • Topics for future board meetings Meeting schedule for 2024 	Board/ Staff
			<p>Next meeting date is November 2, 2023, Work Session virtually via TEAMS in Salem.</p> <p>Next Board meeting is December 7, 2023, in Salem or possibly in Independence</p>	
			Adjourn	Stephens

From: Oregon Department of Aviation <OregonAviation@public.govdelivery.com>

Sent: Friday, September 29, 2023 12:10 PM

To: Ottenad, Mark <ottenad@ci.wilsonville.or.us>

Subject: UPDATE PUBLIC NOTICE: State Aviation Board Meeting October 5, 2023



Having trouble viewing this email? [View it as a Web page.](#)



The State Aviation Board will hold a Board Meeting on Thursday, October 5, 2023, starting at 10:00 AM.

This meeting will be held via TEAMS and in person at the Hillsboro Airport HIO Terminal Building, 3355 NE Cornell Road, Hillsboro, OR 97124

Join us on TEAMS at this link:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 256 776 485 128 Passcode: CQSqzC

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 971-277-1965,813523336#](#) United States, Portland

Phone Conference ID: 813 523 336#

The agenda and Board Meeting materials are available on the Oregon Department of Aviation website, www.oregon.gov/aviation/AVB/Pages/Next.aspx (-> [lnks.gd](#)).

Public comment may be submitted via email to mail.aviation@ODAV.oregon.gov.

The State Aviation Board is a seven member body appointed by the Governor and confirmed by the Oregon State Senate. Members serve four-year terms with a two-term limit. The State Aviation Board is charged with providing policy guidance and oversight to the Oregon Department of Aviation.

Members of the public are welcome to attend this meeting. TEAMS log in is provided on the Agenda. Persons with disabilities who require special accommodations, please call 503-378-2238 at least 48 hours prior to the meeting.

- [2023.10.05_State Aviation Board Meeting_Agenda UPDATE.pdf](#)
- [Public Notice State Aviation Board Meeting 10.05.2023.pdf](#)

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This email was sent to ottenad@ci.wilsonville.or.us using GovDelivery Communications Cloud, on behalf of: Oregon Department of Aviation · 3040 25th St. SE · Salem, OR 97302-1125



From: [Ben Williams](#)
To: [Peter Shikli](#)
Cc: [Ottenad, Mark](#); [Andrew Mulkey \(andrew@friends.org\)](#); [Charlotte Lehan \(charbs51@frontier.com\)](#); [Councilor Joann Linville](#); [Councilor Katie Dunwell](#); [Greg Leo \(Greg@TheLeoCompany.com\)](#); [Guile-Hinman, Amanda](#); [Jeff Lewis \(ReformFAAnow@gmail.com\)](#); [Joseph Schaefer](#); [Ken & Bernice Ivey \(ken@ijco-cpa.com\)](#); [mavor](#); [Mayor Julie Fitzgerald](#); [Neamtzu, Chris](#); [Peter Shikli \(pshikli@access2online.com\)](#); [Roger Kaye \(rkaye2@gmail.com\)](#); [Recorder](#); [Wayne Richards \(rich4748@outlook.com\)](#)
Subject: Re: Oct 4-5 State Aviation Board Meetings
Date: Thursday, October 5, 2023 1:43:39 PM
Attachments: [image011.png](#)
[image010.png](#)
[image009.png](#)

Peter;

An advisory vote on noise violations is an interesting suggestion. However, notwithstanding how slow it has proceeded, the current Master Plan process will almost certainly be over and a new plan adopted by then.

Here's another take on noise and the violations of the Noise Abatement Procedures, and it's from earlier drafts of the current version of the Master Plan that we received via Public Records Request, namely the categories that were dropped from the Environmental Screening/NEPA Categories from the first to the current version of the master plan:

- Federally-listed Endangered and Threatened Species
- Climate
- Coastal Resources
- Farmland
- Historical, Architectural, Archaeological and Cultural Resources
- Land Use
- Noise and Compatible Land Use
- Socioeconomics, Environmental Justice, and Children's Environmental Health and Safety Risks

When the earlier version (fifteen months ago) is compared to the current for that section, here's what you see:

ENVIRONMENTAL SCREENING/NEPA CATEGORIES (FAA Comments Version Page 2-20	ENVIRONMENTAL SCREENING/NEPA CATEGORIES AAMP from JLA website (Page 2-20)
<p>An environmental screening/desktop review of previous environmental work was included as part of the Airport Master Plan to provide a summary of the FAA prescribed environmental impact categories. Building off previous environmental work completed for the Airport, the desktop review referenced materials and site assessments completed for the Draft Environmental Assessment (EA) for Obstruction Removal.¹² The supporting field investigations for the EA include a biological assessment, water resources report, cultural resources, and air quality report. The documents included in the EA are currently under review by FAA and have been incorporated by reference into the environmental screening report provided in Appendix 2.</p> <p>Typical environmental impact categories include:</p> <ul style="list-style-type: none"> • Air Quality; • Biological Resources (including fish, wildlife, and plants); • Federally-listed Endangered and Threatened ("T&E") Species; 	<p>An environmental screening for the following environmental impact categories were included as part of the Airport Master Plan.</p> <ul style="list-style-type: none"> • Air Quality; • Biological Resources (including fish, wildlife, and plants); • Department of Transportation Act, Section 4(f); • Hazardous Materials, Solid Waste, and Pollution Prevention; • Natural Resources and Energy Supply; • Visual Effects; and • Water Resources (including wetlands, floodplains, surface waters, water quality, stormwater, groundwater, and wild and scenic rivers). <p>A summary of significant findings is below. The full environmental screening report is provided in Appendix 2.</p>

- Climate;
- Coastal Resources;
- Department of Transportation Act, Section 4(f);
- Farmlands;
- Hazardous Materials, Solid Waste, and Pollution Prevention;
- Historical, Architectural, Archeological, and Cultural Resources;
- Land Use;
- Natural Resources and Energy Supply;
- Noise and Compatible Land Use
- Socioeconomics, Environmental Justice, and Children’s Environmental Health and Safety Risks
- Visual Effects; and
- Water Resources (including wetlands, floodplains, surface waters, water quality, stormwater, groundwater, and wild and scenic rivers).

Several of the impact categories above (land use, climate, socioeconomic, etc.) are analyzed separately throughout Chapter 3 – Existing Conditions Analysis. Per the scope of work, not all impact categories identified above were included for analysis. A summary of significant findings is provided below.

So, in spite of the decade plus of noise abatement violations, the increase in violations rates and the complaints to ODAV, they (ODAV and the master plan consultant) have either decided the subject didn't need to be addressed, for some unstated reason could be eliminated from the categories needing to be addressed.

That's where I believe your data will come into play in an important way to force the subject to be addressed.

Ben

On Thu, Oct 5, 2023 at 11:21 AM Peter Shikli <pshikli@secondchancenet.org> wrote:

Mark,

Worth mentioning is that the survey was exclusively about ODAV's service quality to callers, not whether we feel they are responding to our noise concerns. I found ODAV polite and prompt to lie to me that our noise concerns are being handled fairly. What would it take to get an "advisory" vote on the next local election to tell the powers-that-be about our level of concern about airport noise?

Cheers,
Peter

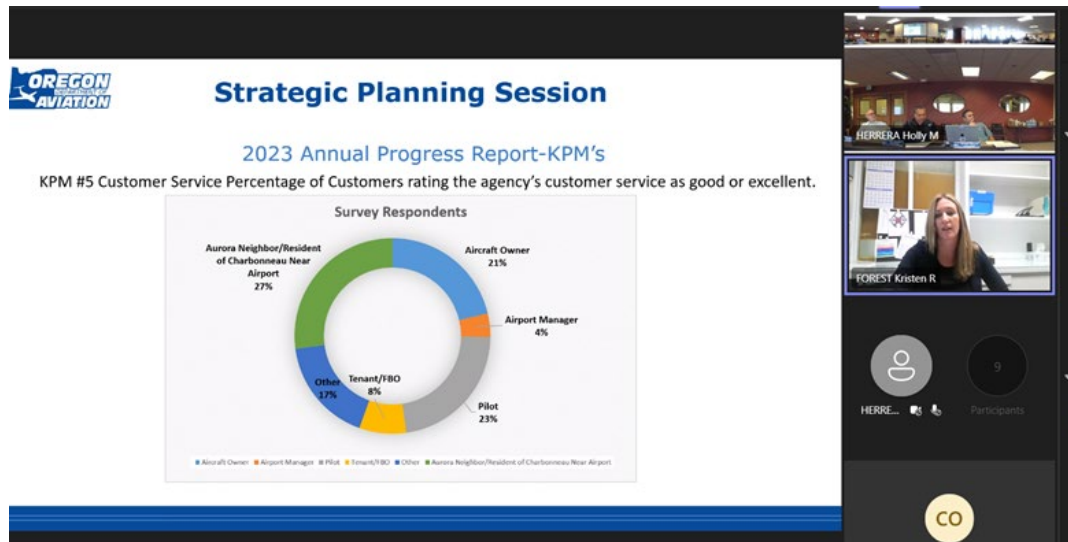
Ottenad, Mark wrote on 10/5/2023 10:35 AM:

At yesterday’s State Aviation Board planning session, the following slide was presented. The way its worded, it appears that 27% of Charbonneau and Aurora State Airport neighbors gave ODAV’s customer service rating as “good or excellent.” What a bunch of hog wash that is.

Rather, the verbal explanation by staff appeared to indicate that 27% of the respondents were from Charbonneau and Aurora State Airport neighbors – the highest participation rate of any interest

group surveyed — and most of whom I suspect gave a rather negative review of ODAV.

The high rate of Charbonneau and Aurora State Airport neighbors response is a testament to what happens when Charbonneau residents engage in public participation.



Thank you.

- Mark

From: Ottenad, Mark

Sent: Friday, September 15, 2023 1:48 PM

To: Andrew Mulkey (andrew@friends.org) <andrew@friends.org>; Ben Williams - Friends of French Prairie (f0fp99@gmail.com) <f0fp99@gmail.com>; Charlotte Lehan (charbs51@frontier.com) <charbs51@frontier.com>; Councilor Joann Linville (linville@ci.wilsonville.or.us); Councilor Katie Dunwell (dunwell@ci.wilsonville.or.us); Greg Leo (Greg@TheLeoCompany.com) <Greg@TheLeoCompany.com>; Guile-Hinman, Amanda (guile@ci.wilsonville.or.us); Jeff Lewis (ReformFAAnow@gmail.com) <ReformFAAnow@gmail.com>; Joseph Schaefer (jschaefer@ci.aurora.or.us) <jschaefer@ci.aurora.or.us>; Ken & Bernice Ivey (ken@ijco-cpa.com) <ken@ijco-cpa.com>; Mayor Brian Asher (mayor@ci.aurora.or.us) <mayor@ci.aurora.or.us>; Mayor Julie Fitzgerald (fitzgerald@ci.wilsonville.or.us) <fitzgerald@ci.wilsonville.or.us>; Neamtzu, Chris (neamtzu@ci.wilsonville.or.us); Ottenad, Mark <ottenad@ci.wilsonville.or.us>; Peter Shikli (pshikli@access2online.com) <pshikli@access2online.com>; Roger Kaye (rkaye2@gmail.com) <rkaye2@gmail.com>; Stuart Rodgers (Recorder@ci.aurora.or.us) <Recorder@ci.aurora.or.us>; Wayne Richards (rich4748@outlook.com) <rich4748@outlook.com>

Subject: Oct 4-5 State Aviation Board Meetings

October 4-5, 2023 - Hillsboro, OR - In Person and Virtual via Teleconference

<https://www.oregon.gov/aviation/AVB/Pages/Next.aspx>

Note: No specific agenda or information posted yet online

10/4/2023 10 AM – 12 PM - Planning Session

The State Aviation Board will hold a Planning Session on Wednesday, October 4, 2023 starting at 10:00 AM. This meeting will be held at the Hillsboro airport and virtually through TEAMS. Members of the public are welcome to observe the meeting. Public comment will not be taken at this Planning Session, but may be submitted for the October 5, 2023 Board meeting. The State Aviation Board is a seven member body appointed by the Governor and confirmed by the Oregon State Senate. Members serve four-year terms with a two-term limit. The State Aviation Board is charged with providing policy guidance and oversight to the Oregon Department of Aviation. TEAMS log in is provided on the Agenda. Persons with disabilities who require special accommodations, please call 503-378-2238 at least 48 hours prior to the meeting.

10/4/2023 1 PM - 2 PM - Executive Session

The State Aviation Board will hold an Executive Session on October 4, 2023 following adjournment of the State Aviation Planning Session. No Action may be taken by the Board during Executive Session. This session is not open to the public. Members of the Media may attend upon request as per ORS 192.660(4). See agenda for contact information. The State Aviation Board is a seven member body appointed by the Governor and confirmed by the Oregon State Senate. Members serve four-year terms with a two-term limit. The State Aviation Board is charged with providing policy guidance and oversight to the Oregon Department of Aviation.

10/5/2023 10 AM - 1 PM – Board meeting

The State Aviation Board will hold Board Meeting on Thursday, October 5, 2023 starting at 10:00 AM. This meeting will be held in Hillsboro at the HIO Terminal Building and virtually through TEAMS. Members of the public are welcome to attend the meeting. Public comment may be submitted via email mail.aviation@odav.oregon.gov. The State Aviation Board is a seven member body appointed by the Governor and confirmed by the Oregon State Senate. Members serve four-year terms with a two-term limit. The State Aviation Board is charged with providing policy guidance and oversight to the Oregon Department of Aviation. Persons with disabilities who require special accommodations, please call 503-378-2238 at least 48 hours prior to the meeting.

Thank you.

- Mark

Mark C. Ottenad

Public/Government Affairs Director

City of Wilsonville / South Metro Area Regional Transit (SMART) / Explore Wilsonville

[29799 SW Town Center Loop East](#)

[Wilsonville, OR 97070](#)

General: 503-682-1011

Direct: 503-570-1505

ottenad@ci.wilsonville.or.us

From: [Peter Shikli](#)
To: [Ottenad, Mark](#); [Andrew Mulkey \(andrew@friends.org\)](#); [Ben Williams - Friends of French Prairie \(fofp99@gmail.com\)](#); [Charlotte Lehan \(charbs51@frontier.com\)](#); [Councilor Joann Linville](#); [Councilor Katie Dunwell](#); [Greg Leo \(Greg@TheLeoCompany.com\)](#); [Guile-Hinman, Amanda](#); [Jeff Lewis \(ReformFAAnow@gmail.com\)](#); [Joseph Schaefer](#); [Ken & Bernice Ivey \(ken@ijco-cpa.com\)](#); [mayor](#); [Mayor Julie Fitzgerald](#); [Neamtzu, Chris](#); [Pat Hickman \(phickman@comcast.net\)](#); [Roger Kaye \(rkaye2@gmail.com\)](#); [Recorder; Wayne Richards \(rich4748@outlook.com\)](#)
Subject: Re: Aurora Airport Master Plan Project Survey #1 Summary
Date: Tuesday, October 17, 2023 6:38:33 PM
Attachments: [image007.png](#)
[image008.png](#)

Mark,

Because of ODAV's lack of overflight data, perhaps by choice, they have reverted to survey data which really isn't data. It's just a compilation of opinions. In this case, it is highly dependent on how survey questions were worded. I believe data based on facts, trends based on facts, and projections based on such factual trends should carry more weight. And that is what we are fielding.

Cheers,
Peter Shikli, CEO
Bizware Online Applications, Inc.
949-369-1638 - pshikli@bizware.com
Cell: 949-677-3705
FAX: 503-582-8337
www.bizware.com
Building online business communities

Ottenad, Mark wrote on 10/17/2023 5:53 PM:

I was looking around and came upon a document that I've not seen before. It would appear to indicate that only 8.5% of all operations are constrained – rhetorically speaking, this is good cause for a costly runway extension?!

Undated Document; PDF properties indicates author is Brandy Steffen, JLA Public Involvement, with a date of 1/4/2023

<https://publicproject.net/files/2023-01/uao-amp-survey1summary-041222-final.pdf?05cc8879a8>

AURORA AIRPORT MASTER PLAN

PROJECT SURVEY #1 SUMMARY

In February and March of 2022, as a part of the Aurora Airport Master Plan, the Oregon Department of Aviation (ODAV) conducted an online survey with the purpose of collecting input on the current and future needs of the Aurora

Airport. Specifically, the survey responses helped the project team understand the community's values and desires for the airport's future plans, development, and operations by asking about land use, transportation, economic, and environmental impacts. Resources and documents related to the Airport Master Plan were available to the community for viewing while the survey was open.

The survey was open from February 23, 2022 to March 28, 2022. During this time, 467 respondents started the survey, with a nearly 84% completion rate.

Themes and Takeaways

Several themes arose from the more than **450 survey responses**, both in favor and opposed to potential airport updates or expansion. The majority of the early respondents were concerned about updates having a negative impact on the surrounding community (mostly from self-identified residents), but responses that came in later were more in favor of updates due to safety and positive economic impacts for the community (mostly from self-identified pilots and other airport users).

The following are themes from the open-ended comment sections:

- Residents in nearby communities were concerned about noise and pollution. They feared that any airport expansion would create more issues. Some residents lived directly under flight paths and asked for no-fly hours and noise abatements to be enforced.
- Some residents felt that runway expansion would cause more flights and jets to fly in the region, creating greater noise and traffic in the area.
- Many respondents felt the Aurora Airport had a positive impact on the local economy and new restrictions may negatively impact this.
- Several respondents felt that airport modernization and potential runway expansion would allow for safer operations.
- Some were concerned about ODAV not following land use laws or being transparent.
- Others were concerned about impacts to farmland and stressed how important agriculture is to the region.
- Some respondents felt that a few communities in the region were vocal anti-airport proponents, and most people wanted the benefits of an updated airport for the local community and economy.

What is
your
relationship
with

the
Aurora
State
Airport
(select
the
most
relevant)?

There
were
467
responses

to
this
question.

The
majority
were
local
neighbors

(50%),
followed

by
local
pilots
(25%).

Of
those
who
answered
“other”,
responses
included
neighboring
farmers,
visiting
pilots,
retired
pilots,
former
neighbors,
airport
employees,
flight
instructors,
and a
member

of the
FAA
Safety
Team.

When planning for the future of the Airport, which three topics do you believe are the most important for the planning team to consider?

**462
respondents**

answered
this
question.

Major
concerns
included
the
**airport's
impact on
the rural
environment**

(50%),
followed
by a

**runway
extension
that
would
remove
operational
constraints
for the
Airport's
critical
aircraft**

**(44%) and
impacts
on nearby
roads and
highways
which
may
cause
traffic and
other
issues**

**(43%).
Area land
uses**

(converting farmland to commercial or business operations reliant on the airport) (38%) and a lack of available hangar space (32%) were also concerns. Several of those who responded with “other” expressed a desire for a longer runway for safety or for consideration about flight paths over residential areas due to noise.

Please estimate how many operations you or your company has on an annual basis. (Note: 1 takeoff and 1 landing = 2 operations). Are your current aircraft operations at the Airport constrained (i.e., reduced payloads or stage lengths)?

There were **124 responses** to this open-ended question. The most common response was **100 operations** (18 responses) followed by 50 operations (10 responses). Eight replied with 200 operations, six with 20 operations, and five responded with 40, 300, and 1000 operations. Other responses ranged from 6 operations to 20,000 operations.

Of the 142 who responded to airport operations being constrained, 75%

replied that they were not, 8.5% replied that they were, and 16% were unsure. Those who answered yes noted that there was a need for more runway length to ensure safety during rainy weather.

Thank you.

- Mark

Mark C. Ottenad

Public/Government Affairs Director

City of Wilsonville / South Metro Area Regional Transit (SMART) / Explore Wilsonville

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www.ci.wilsonville.or.us

www.ridesmart.com

www.ExploreWilsonville.com



Wilsonville City Hall is now open, with physical distancing controls in place. During COVID-19, we wish to remain responsive while prioritizing the health and safety of the Wilsonville community. We are happy to meet by call or teleconference as an alternative to face-to-face meetings.

DISCLOSURE NOTICE: Messages to and from this E-mail address may be subject to the Oregon Public Records Law.

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

From: [Ottenad, Mark](#)
To: [Andrew Mulkey \(andrew@friends.org\)](#); [Ben Williams - Friends of French Prairie \(fofp99@gmail.com\)](#); [Charlotte Lehan \(charbs51@frontier.com\)](#); [Councilor Joann Linville](#); [Councilor Katie Dunwell](#); [Greg Leo \(Greg@TheLeoCompany.com\)](#); [Guile-Hinman, Amanda](#); [Jeff Lewis \(ReformFAAnow@gmail.com\)](#); [Joseph Schaefer](#); [Ken & Bernice Ivey \(ken@ijco-cpa.com\)](#); [mayor](#); [Mayor Julie Fitzgerald](#); [Neamtzu, Chris](#); [Pat Hickman \(phickman@comcast.net\)](#); [Peter Shikli \(pshikli@access2online.com\)](#); [Roger Kaye \(rkaye2@gmail.com\)](#); [Recorder; Wayne Richards \(rich4748@outlook.com\)](#); [Davidson, Stephanie](#); [Barry Hendrix](#); [Bryan Smith](#)
Subject: RE: Aurora Overflight DB
Date: Tuesday, October 10, 2023 10:40:25 AM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)
[image006.png](#)

Following is additional information relevant to Peter Shikli's project for the Overflight Database presentations.

Aurora State Airport Noise Abatement Procedures

<https://www.oregon.gov/aviation/airports/pages/airports/uao.aspx>

Noise abatement procedures are designed to minimize exposure of residential areas to aircraft noise, while ensuring safety of flight operations. There are communities surrounding UAO airport which are noise sensitive. We want to minimize the noise impacts on these communities. The procedures described herein are intended for noise abatement procedures and are subject to air traffic control and pilot discretion for reasons of safety.

 [See attached brochure for noise sensitive areas](#)

APPROACHES

STANDARD NBAA/AIRCRAFT OPERATING MANUAL NOISE ABATEMENT PROCEDURES SHOULD BE USED

Inbound flight path should not require more than a 25 degree bank angle to follow noise abatement track.

Observe all airspeed limitations and ATC instructions. Initial inbound altitude for noise abatement areas will be a descending path from 2,500 feet AGL or higher. Maintain minimum maneuvering airspeed with gear retracted and minimum approach flap setting. During IMC, extend landing gear at the final approach fix (FAF), or during VMC no more than 4 miles from runway threshold. Final landing flap configuration should be delayed at the pilot's discretion; however, the pilot must achieve a stabilized approach not lower than 500 feet during VMC or 1,000 feet during IMC. The aircraft should in full landing configuration and at final approach speed by 500 feet AGL to ensure a stable approach.

During landing, use minimum reverse thrust consistent with safety for runway conditions and available length.

DEPARTURES

STANDARD NBAA/AIRCRAFT OPERATING MANUAL NOISE ABATEMENT PROCEDURES SHOULD BE USED

Climb at maximum practical rate not to exceed V₂+20 KIAS (maximum pitch, attitude 20 degrees) to 1,000 feet AAE (800 ft. AAE at high-density-traffic airports) in takeoff configuration at takeoff thrust. Between 800 and 1,000 feet AAE, begin acceleration to final segment speed (VFS or VFTO) and retract flaps. Reduce to a quiet climb power setting while maintaining a rate of climb necessary to comply with IFR departure procedure, otherwise a maximum of 1,000 FPM at airspeed not to exceed 190 KIAS, until reaching 3,000 feet AAE or 1,500 feet AAE at high-density-traffic airports. If ATC requires level off prior to reaching NADP termination height, power must be reduced so as not to exceed 190 KIAS. Above 3,000 feet AAE (1,500 feet at high-density airports) resume normal climb schedule with gradual application of climb power. Ensure compliance with applicable IFR climb and airspeed requirements at all times.

Flight Crews on IFR flight plan are recommended to file using Heading to Standard Instrument Departure (SID) example:

Runway 35: Avoid straight-out departure; turn left (270° HDG to NEWBERG2) or turn right (060° HDG to GLARA2) If straight-out departure are unavoidable then depart 340° HDG, direct Interstate 5.

Runway 17: Avoid turns that will fly-over City of Aurora; turn left or right three (3) mile from end of runway.

DOWNLOAD PDF:

[Aurora Noise Abatement Procedure](#)

[Aurora State Airport](#)

[Noise Management Procedure](#)

Pilots make the difference to an airport noise abatement program! By avoiding unnecessary residential Overflights and by flying as quietly as safety permits. Care should be taken to minimize the aircraft's noise profile whenever possible by utilizing noise abatement best practices at air-ports, especially during night-time and early-morning hours. Please help us maintain a "Good Neighbor" relationship with the surrounding communities by following these recommended noise management practices.

"FLY NEIGHBORLY"

IF YOU CAN SAFELY MODIFY YOUR FLYING TO REDUCE NOISE IMPACT, PLEASE DO SO. HERE ARE SOME SUGGESTIONS:

Fly the full pattern. Early turns and other shortcuts over nearby residential areas at low altitudes cause many of the Aurora noise complaints. If you fly the full pattern, you should avoid over flying the residential parks west of the airport.

Use quiet power/prop settings when safely feasible

The calm-wind RWY 35. Standard left hand traffic patterns are designated for both runways after UAO ATC hours (2000-0700hrs)

Avoid over flying Charbonneau, City of Aurora, and Deer Creek (see diagram).

-

ARRIVAL:

Enter traffic pattern at 45° downwind.

Mid-Field crossing: Cross runway at 2200'MSL (2700" MSL Jets) maneuver to 45° entry

-

DEPARTURE:

RWY 35 “Avoid Straight-Out Departures”; Turn Left 270° HDG to NEWBERG2 or Turn Right 060° HDG to GLARA2; if must Straight-out 340° HDG (direct I-5)

RWY 17 Avoid turns that will fly-over City of Aurora; turn left or right three (3) miles from end of runway

-

NOT FOR NAVIGATION PURPOSE

-

From: Ottenad, Mark

Sent: Wednesday, September 20, 2023 8:59 AM

To: Andrew Mulkey (andrew@friends.org) <andrew@friends.org>; Ben Williams - Friends of French Prairie (fofp99@gmail.com) <fofp99@gmail.com>; Charlotte Lehan (charbs51@frontier.com) <charbs51@frontier.com>; Councilor Joann Linville <linville@ci.wilsonville.or.us>; Councilor Katie Dunwell <dunwell@ci.wilsonville.or.us>; Greg Leo (Greg@TheLeoCompany.com) <Greg@TheLeoCompany.com>; Guile-Hinman, Amanda <guile@ci.wilsonville.or.us>; Jeff Lewis (ReformFAAnow@gmail.com) <ReformFAAnow@gmail.com>; Joseph Schaefer (jschaefer@ci.aurora.or.us) <jschaefer@ci.aurora.or.us>; Ken & Bernice Ivey (ken@ijco-cpa.com) <ken@ijco-cpa.com>; Mayor Brian Asher (mayor@ci.aurora.or.us) <mayor@ci.aurora.or.us>; Mayor Julie Fitzgerald (fitzgerald@ci.wilsonville.or.us) <fitzgerald@ci.wilsonville.or.us>; Neamtzu, Chris <neamtzu@ci.wilsonville.or.us>; Ottenad, Mark <ottenad@ci.wilsonville.or.us>; Pat Hickman (phickman@comcast.net) <phickman@comcast.net>; Peter Shikli (pshikli@access2online.com) <pshikli@access2online.com>; Roger Kaye (rkaye2@gmail.com) <rkaye2@gmail.com>; Stuart Rodgers (Recorder@ci.aurora.or.us) <Recorder@ci.aurora.or.us>; Wayne Richards (rich4748@outlook.com) <rich4748@outlook.com>; Stephanie Davidson (sdavidson@ci.wilsonville.or.us) <sdavidson@ci.wilsonville.or.us>; Barry Hendrix <hbgconsulting@gmail.com>

Subject: RE: Aurora Overflight DB

-

A bit of follow-up to Peter Shikli’s invitation: The Overflight Database is a software program that Peter’s firm has built commissioned by City that draws flight data from the global flight tracking service Flight Aware. This service tracks key data—including latitude, longitude, elevation, speed—of flights that have registered. However, not all flights register; there may be other sources of data to draw from, but for now we are using the most standardized Flight Aware data.

-

For the initial testing of this program, we determined Area Latitude-Longitude Coordinates for Charbonneau, which is an area the Pat has been tracking for the past few years as the ‘Dirty Dozen’ low-flying over-flights. The Overflight DB program allows us to query the Flight Aware database to see what percentage of flights are flying at what elevation levels over or near Charbonneau.

Increasingly, Charbonneau residents are indicating concerns regarding overflights that do not follow standard procedure to “peel off” east or west after taking off and instead are flying directly north over Charbonneau, seemingly often at low altitudes.

- Overflight DB provides a way to document this data as part of the Aurora State Airport Master Planning process that is now re-starting after a year’s pause for FAA review. The sense is that Oregon Dept of Aviation will dismiss individual complaints about overflights as anecdotal comments; however, documented overflights over a period of time using standard Flight Aware database can provide empirical evidence that is more difficult to refute. Attached is a set of coordinates being used for the Charbonneau overflight area (and other nearby areas), along with relevant pages about “airspace” excerpted from the Master Plan Working Papers (WP).

- I will note that when Wilsonville Mayor Fitzgerald and I visited in June with Senator Merkley’s staff in Washington DC the first question asked of us pertained to the Oregon Dept of Aviation and the Aurora State Airport Master Plan process, indicating that our efforts to communicate our concerns to the federal delegation were working.

- By tapping the incredible collective brain-power of this group of concerned citizens and area leaders, your input will be valuable on how best to configure and utilized this new tool for substantive input on the Aurora State Airport Master Planning Process.

- Thank you.

- Mark

- Mark Ottenad, Public/Government Affairs Director
City of Wilsonville / SMART / Explore Wilsonville
503-570-1505
ottenad@ci.wilsonville.or.us

From: Peter Shikli <pshikli@bizware.com>
Sent: Tuesday, September 19, 2023 11:29 PM
To: Shikli - Peter <pshikli@bizware.com>
Subject: Aurora Overflight DB

[This email originated outside of the City of Wilsonville]

Ladies & Gentlemen,

Mark Ottenad has asked me to help him out regarding the Aurora Airport Overflight Database that the City of Wilsonville has contracted Bizware Online Applications Inc to build and host online. I'm Bizware's CEO and a Charbanneau resident, so I have an interest in this and am eager to help in whatever way that I can.

Mark has asked that we schedule a teleconference with Zoom screen

sharing during which I can present the Aurora Overflight DB, its first version and its potential for enhancement. You will find that by transitioning from opinions to overflight facts, our position will strengthen as far as understanding and confronting threats and opportunities. When we contrast mitigation efforts with factual trends, we'll know what works and what doesn't.

Please reply with a check mark in front of each of the dates and times that will work for you:

Wednesday, October 11, 11:00 PST

Wednesday, October 11, 14:00 PST

Tuesday, October 17, 10:00 PST

Tuesday, October 17, 14:00 PST

Put a star before the one that works best if you have a favorite. If none of these work, please reply with a few dates and times that does work after October 10th. Given how many stakeholders we have, I would be happy to schedule 2 identical presentations to meet everyone's availability.

Attendees will be given a username and password to use the database and to be involved in the collaborative effort to add features to suit your interests.

Cheers,
Peter Shikli, CEO
Bizware Online Applications, Inc.
949-369-1638 - pshikli@bizware.com
Cell: 949-677-3705
FAX: 503-582-8337
www.bizware.com
Building online business communities

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.



Homeowner Rehabilitation Loans

Available to qualifying low-income households*

The home must be located within Marion County, but outside the city limits of Salem, be the primary residence of the borrower, and **not** used as a rental or vacation home.

- **Zero percent (0%), partially forgivable, deferred payment loans up to \$50,000**
 - **Up to** \$50,000 in a partially forgivable loan.
 - Years 1-5 the full amount is repayable if the home is sold or transferred.
 - Years 6-10, 14% of the original loan amount is forgiven each year.
 - After 10 years, the remaining 30% is payable when the home is sold or transferred.
 - The loan can be used for repairs such as roofing, windows, structural repairs, HVAC systems, replace a water heater, accessibility improvements, etc.

*The program is subject to local HUD income limits based on household size. For current income limits go to: <http://www.co.marion.or.us/CS/Documents/AMICChart.pdf>

To apply, use the following link:

<https://portal.neighborlysoftware.com/MARIONCOUNTYOR/Participant>

For questions regarding requirements and eligibility,
please contact our program partner/home rehabilitation specialist:

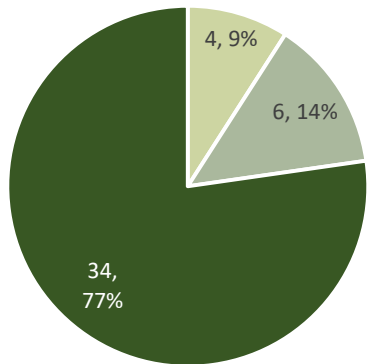
Mid-Willamette Valley Council of Governments

John Schmidt
(503) 540-1640 or (503) 588-6177
jschmidt@mwvcog.org

New Business

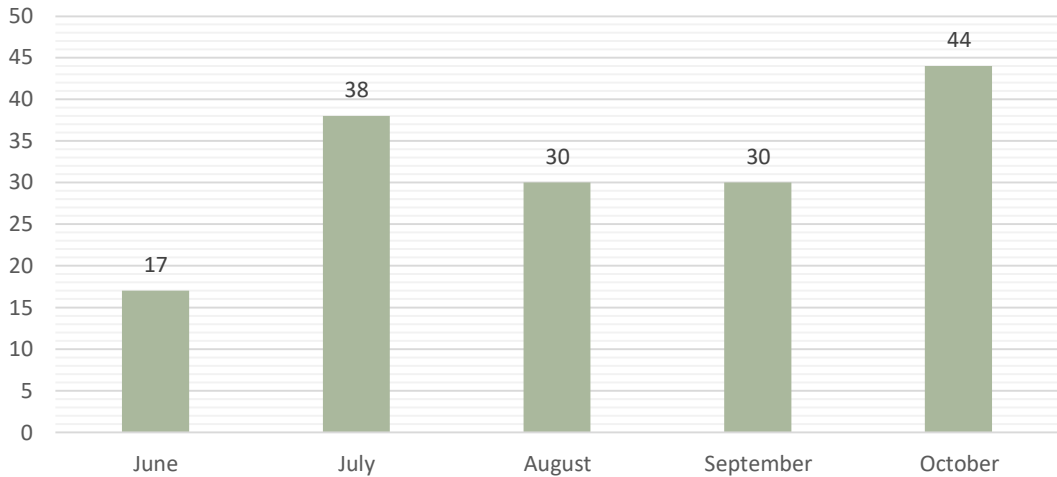
44 total calls for service

Calls for Service by Call Source - October 2023



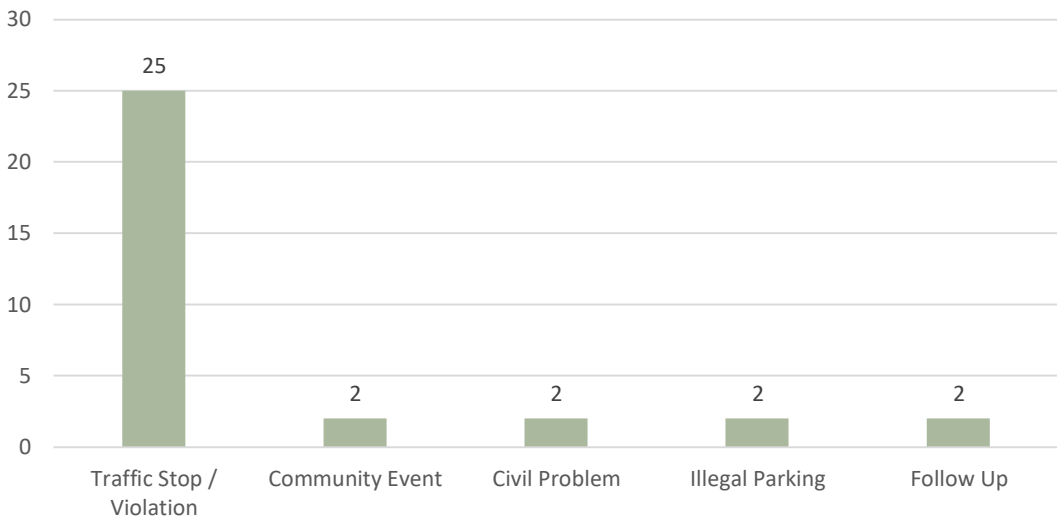
911 Phone Deputy Initiated

Calls for Service by Month 2023

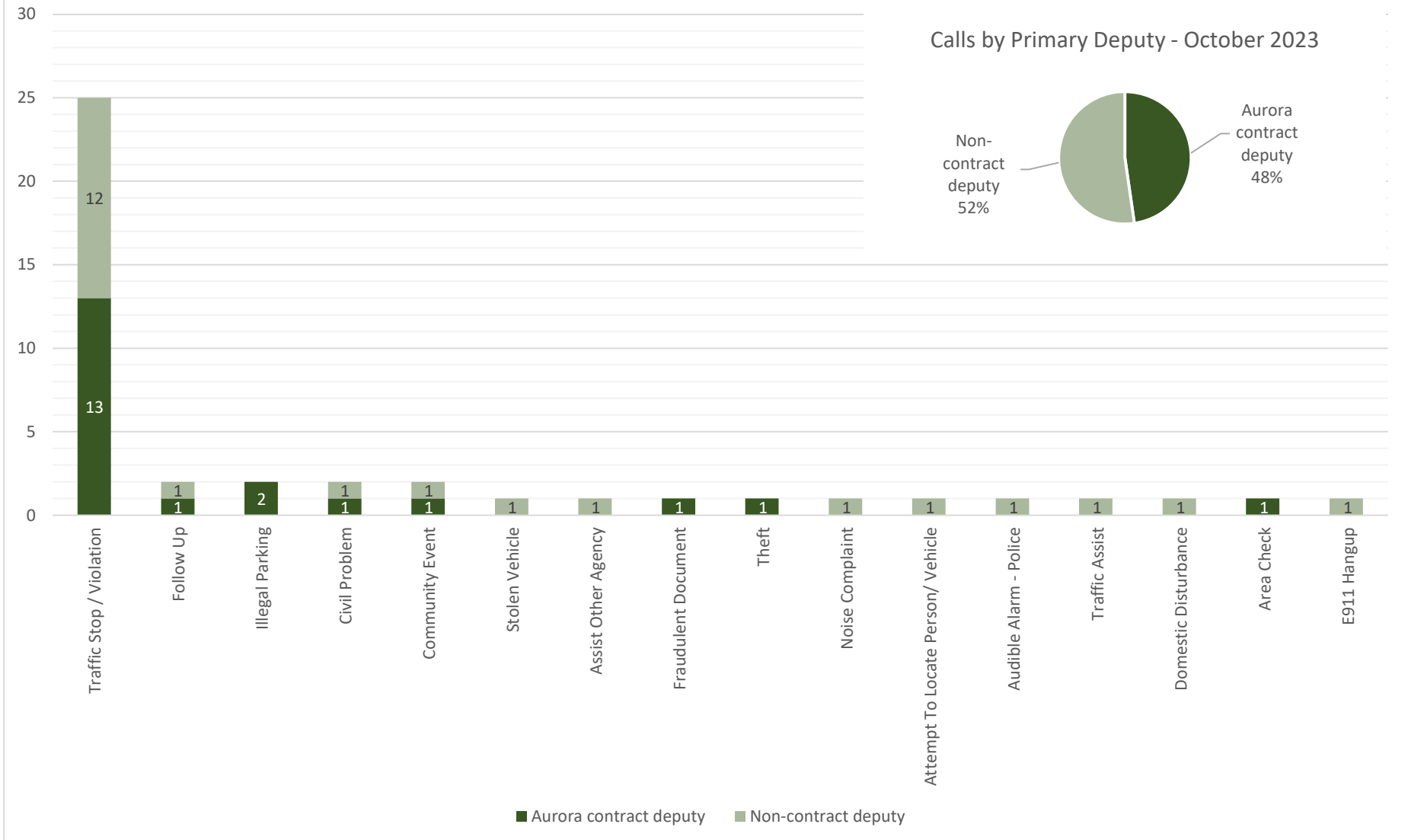


*June 2023 is the first full month for which data is available after the implementation of the new computer aided dispatch (CAD) system.

Top Calls for Service - October 2023



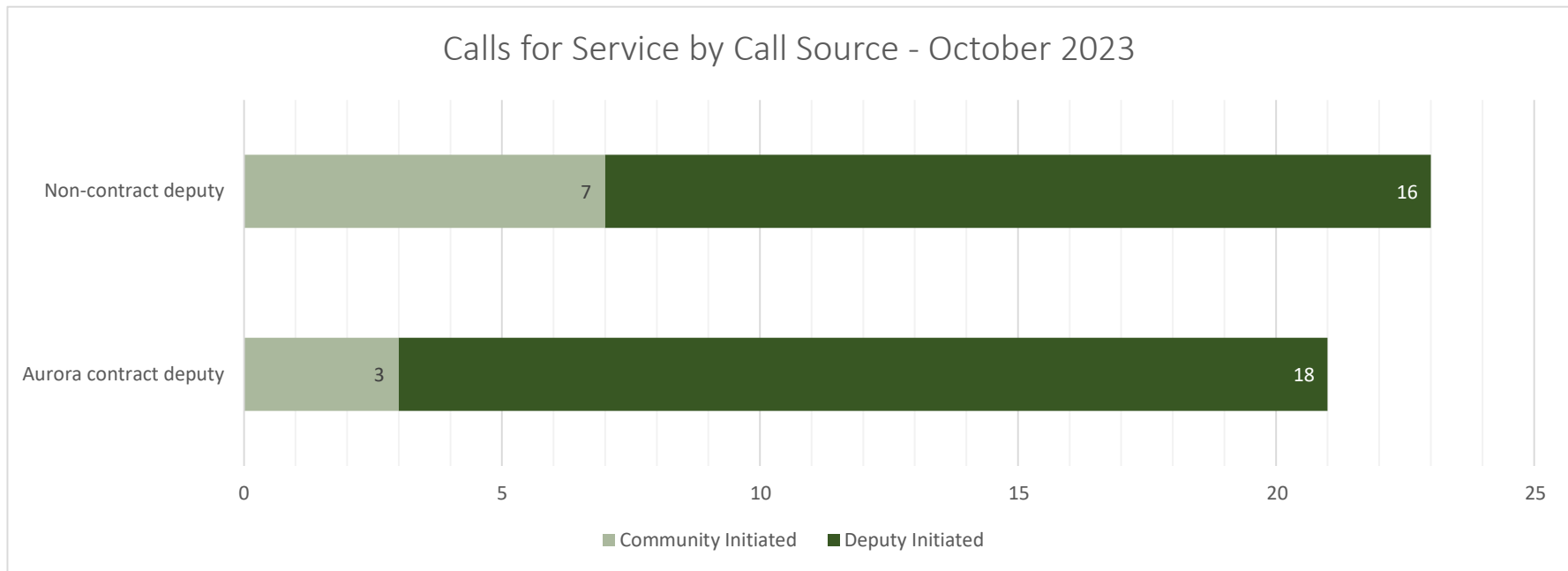
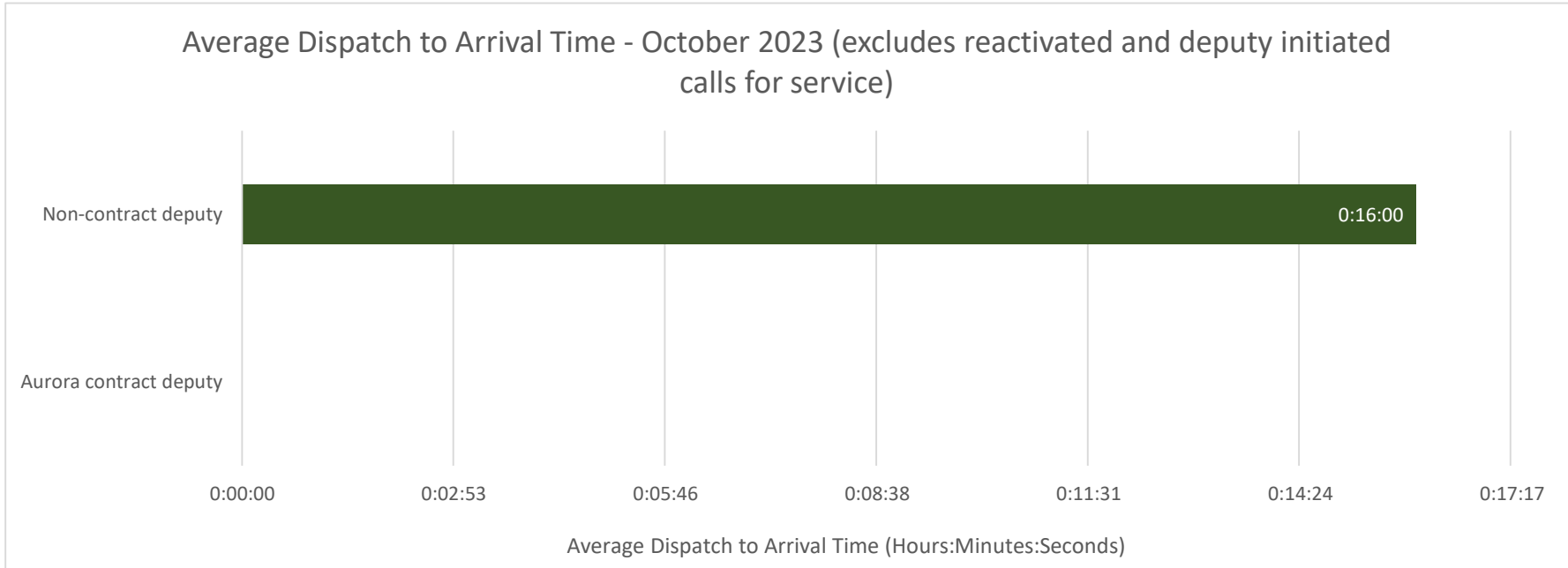
Call Type by Primary Deputy - October 2023

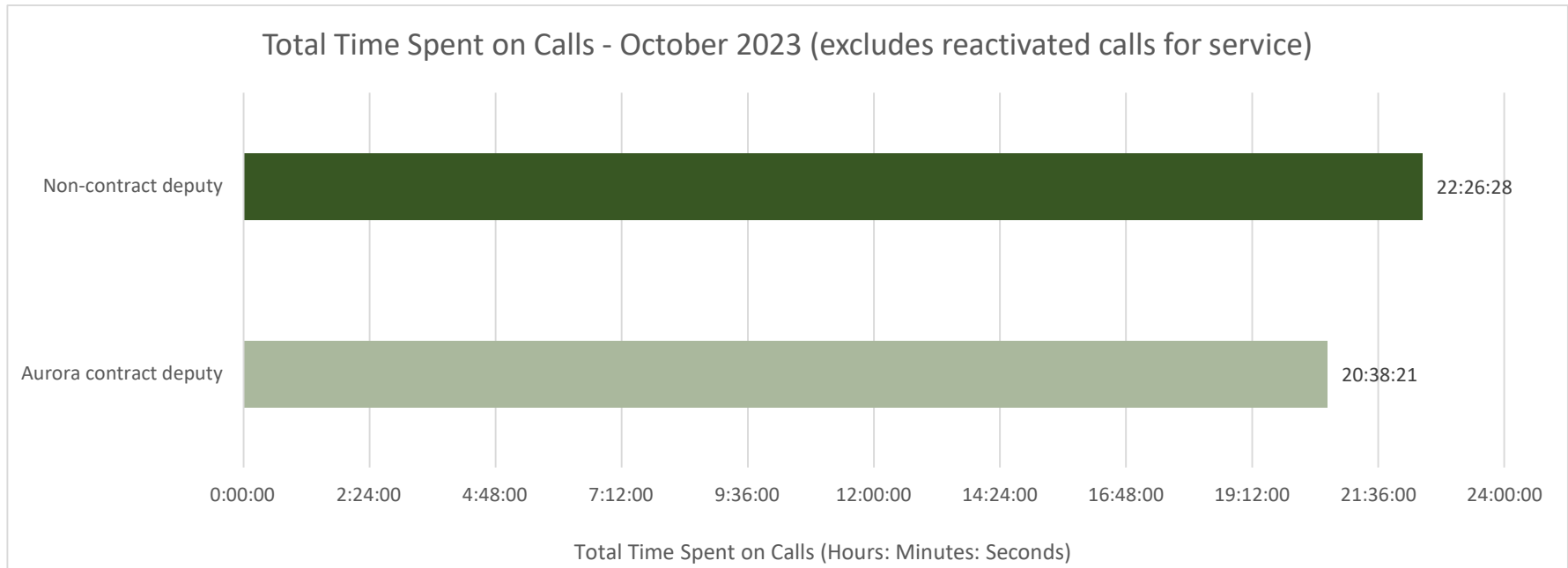
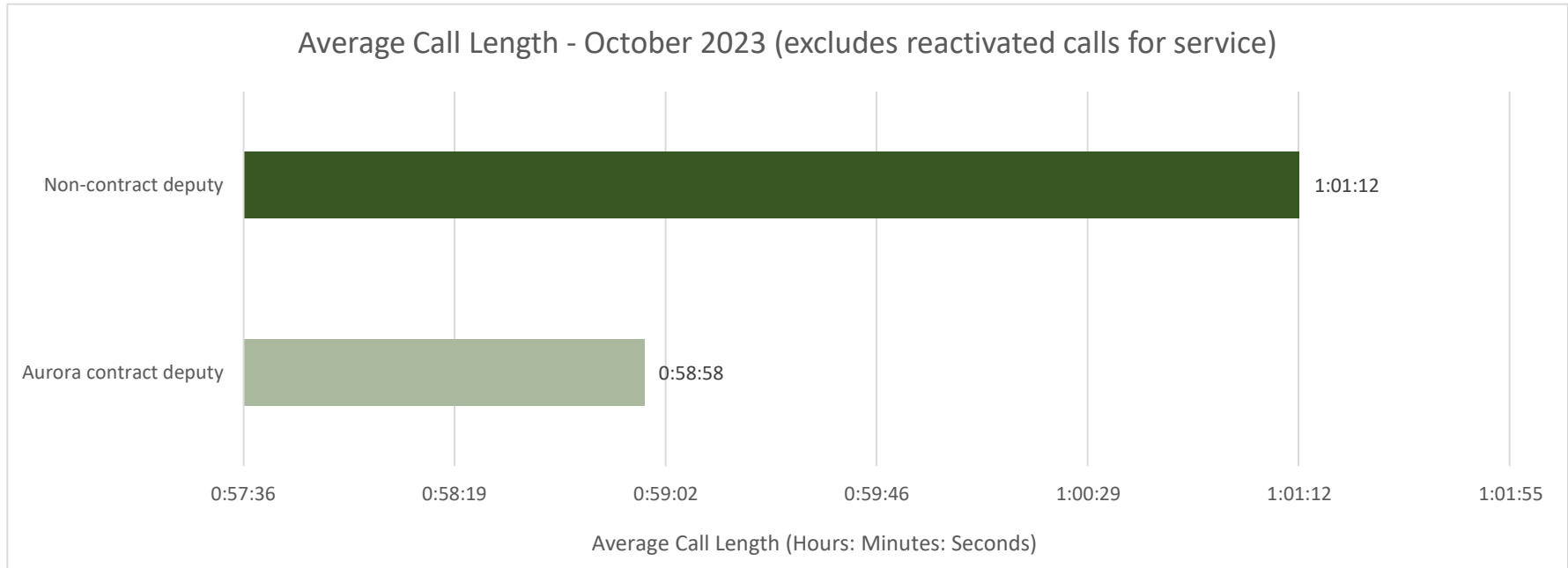


Incident Type	Sum of Oct-22	Sum of Oct-23	Raw Difference	% Change
Area Check	0	1	1	-
Assist Other Agency	0	1	1	-
Attempt To Locate Person/ Vehicle	1	1	0	0%
Audible Alarm - Police	2	1	-1	-50%
Civil Problem	0	2	2	-
Community Event	0	2	2	-
Crash	1	0	-1	-100%
Disturbance	1	0	-1	-100%
Domestic Disturbance	1	1	0	0%
Driving Complaint	1	0	-1	-100%
E911 Hangup	0	1	1	-
Fight	1	0	-1	-100%
Follow Up	0	2	2	-
Found Property	1	0	-1	-100%
Fraudulent Document	0	1	1	-
Harassment	1	0	-1	-100%
Illegal Parking	1	2	1	100%
Noise Complaint	0	1	1	-
Stolen Vehicle	1	1	0	0%
Suspicious Activity	2	0	-2	-100%
Suspicious Person	1	0	-1	-100%
Suspicious Vehicle	2	0	-2	-100%
Theft	0	1	1	-
Traffic Assist	0	1	1	-
Traffic Stop / Violation	33	25	-8	-24%
Unconscious / Unresponsive	1	0	-1	-100%
Grand Total	51	44	-7	-14%

Calls for Service by Time of Day and Day of Week - October 2023

Time of Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Grand Total
1:00 AM	1	0	0	0	0	0	0	1
2:00 AM	1	0	0	0	0	0	0	1
3:00 AM	0	0	0	0	0	0	0	0
4:00 AM	0	0	0	0	0	0	0	0
5:00 AM	0	0	0	0	0	0	1	1
6:00 AM	0	0	0	0	0	0	0	0
7:00 AM	0	0	0	1	0	0	0	1
8:00 AM	0	1	0	0	0	0	0	1
9:00 AM	0	1	0	3	0	0	1	5
10:00 AM	0	0	2	2	0	0	0	4
11:00 AM	0	0	1	1	2	0	0	4
12:00 PM	0	1	0	0	0	2	0	3
1:00 PM	0	0	0	0	1	0	0	1
2:00 PM	0	0	0	0	1	0	0	1
3:00 PM	0	0	0	1	0	0	0	1
4:00 PM	0	0	0	0	0	1	0	1
5:00 PM	0	1	1	1	3	0	0	6
6:00 PM	0	0	0	1	4	0	0	5
7:00 PM	0	0	0	1	2	0	0	3
8:00 PM	0	1	2	0	0	0	0	3
9:00 PM	0	0	1	0	0	0	0	1
10:00 PM	0	0	0	0	0	0	0	0
11:00 PM	0	0	0	0	0	1	0	1
12:00 AM	0	0	0	0	0	0	0	0
Grand Total	2	5	7	11	13	4	2	44





Patrol Zone: SMS-AURORA
Month: October 2023
Total Calls for Service: 44
Print Date/Time: 11/1/23 15:01

*Note: One call for service can generate multiple incident numbers

Incident #	Incident Date	Incident Type	Dispatch to Arrival	Start to Close	Primary Unit	Deputy Type
2023-00027407	10/2/23 11:39	Civil Problem	0:00:00	0:06:03	A153	Non-contract deputy
2023-00027469	10/2/23 16:02	Area Check	0:00:00	0:00:19	A137	Aurora contract deputy
2023-00027767	10/4/23 8:50	Community Event	0:00:00	2:39:05	A026	Non-contract deputy
2023-00027768	10/4/23 8:53	Community Event	0:00:00	2:51:20	A137	Aurora contract deputy
2023-00027785	10/4/23 10:42	Traffic Stop / Violation	0:00:00	0:06:19	A197	Non-contract deputy
2023-00027874	10/4/23 16:02	Fraudulent Document	0:00:00	3:20:43	A137	Aurora contract deputy
2023-00028028	10/5/23 12:23	Traffic Stop / Violation	0:00:00	0:06:03	A197	Non-contract deputy
2023-00028052	10/5/23 13:41	Traffic Stop / Violation	0:00:00	0:06:18	A197	Non-contract deputy
2023-00028095	10/5/23 16:24	Illegal Parking	0:00:00	0:32:05	A137	Aurora contract deputy
2023-00028096	10/5/23 16:30	Traffic Stop / Violation	0:00:00	0:19:03	A137	Aurora contract deputy
2023-00028100	10/5/23 16:56	Traffic Stop / Violation	0:00:00	0:03:39	A137	Aurora contract deputy
2023-00028101	10/5/23 17:03	Traffic Stop / Violation	0:00:00	0:13:27	A137	Aurora contract deputy
2023-00028103	10/5/23 17:24	Traffic Stop / Violation	0:00:00	0:06:46	A137	Aurora contract deputy
2023-00028104	10/5/23 17:33	Traffic Stop / Violation	0:00:00	0:02:28	A137	Aurora contract deputy
2023-00028106	10/5/23 17:38	Traffic Stop / Violation	0:00:00	0:03:15	A137	Aurora contract deputy
2023-00028109	10/5/23 18:16	Traffic Stop / Violation	0:00:00	0:05:54	A137	Aurora contract deputy
2023-00028115	10/5/23 18:35	Traffic Stop / Violation	0:00:00	0:17:06	A137	Aurora contract deputy
2023-00028286	10/6/23 22:03	Noise Complaint	0:08:22	2:17:07	A190	Non-contract deputy
2023-00029300	10/13/23 11:37	Follow Up	0:00:00	0:06:45	A194	Non-contract deputy
2023-00029334	10/13/23 15:03	Traffic Stop / Violation	0:00:00	0:05:41	A197	Non-contract deputy
2023-00029639	10/16/23 7:00	Audible Alarm - Police	0:00:00	2:59:37	A043	Non-contract deputy
2023-00029821	10/17/23 9:45	Traffic Stop / Violation	0:00:00	0:05:09	A197	Non-contract deputy
2023-00029823	10/17/23 9:53	Traffic Stop / Violation	0:00:00	0:18:11	A197	Non-contract deputy
2023-00029835	10/17/23 10:53	Traffic Stop / Violation	0:00:00	0:07:32	A197	Non-contract deputy
2023-00030038	10/18/23 8:39	Traffic Stop / Violation	0:00:00	0:06:12	A197	Non-contract deputy
2023-00030050	10/18/23 9:16	Traffic Stop / Violation	0:00:00	0:15:26	A137	Aurora contract deputy
2023-00030060	10/18/23 9:33	Civil Problem	0:00:00	2:10:01	A137	Aurora contract deputy
2023-00030113	10/18/23 14:40	Traffic Stop / Violation	0:00:00	0:08:48	A197	Non-contract deputy
2023-00030138	10/18/23 17:48	Follow Up	0:00:00	0:09:35	A137	Aurora contract deputy
2023-00030237	10/19/23 10:03	Traffic Stop / Violation	0:00:00	0:05:03	A197	Non-contract deputy
2023-00030243	10/19/23 10:34	Traffic Stop / Violation	0:00:00	0:06:59	A197	Non-contract deputy
2023-00030452	10/20/23 11:15	Stolen Vehicle	0:00:00	3:21:01	A180	Non-contract deputy
2023-00030676	10/22/23 1:55	E911 Hangup	0:24:16	1:58:44	A134	Non-contract deputy
2023-00030677	10/22/23 0:37	Attempt To Locate Person/ Vehicle	0:00:00	2:49:22	A181	Non-contract deputy
2023-00030952	10/23/23 19:20	Illegal Parking	0:00:00	0:06:26	A137	Aurora contract deputy
2023-00031195	10/25/23 6:42	Traffic Stop / Violation	0:00:00	0:09:33	A197	Non-contract deputy
2023-00031383	10/25/23 18:16	Domestic Disturbance	0:27:18	1:00:31	A111	Non-contract deputy
2023-00031850	10/28/23 4:09	Traffic Assist	0:31:40	2:25:54	A190	Non-contract deputy

Incident #	Incident Date	Incident Type	Dispatch to Arrival	Start to Close	Primary Unit	Deputy Type
2023-00031866	10/28/23 8:31	Assist Other Agency	0:47:40	2:11:02	A173	Non-contract deputy
2023-00032145	10/30/23 8:15	Theft	0:00:00	9:31:58	A137	Aurora contract deputy
2023-00032357	10/31/23 16:28	Traffic Stop / Violation	0:00:00	0:03:22	A137	Aurora contract deputy
2023-00032379	10/31/23 19:17	Traffic Stop / Violation	0:00:00	0:03:08	A137	Aurora contract deputy
2023-00032383	10/31/23 19:51	Traffic Stop / Violation	0:00:00	0:13:21	A137	Aurora contract deputy
2023-00032387	10/31/23 20:07	Traffic Stop / Violation	0:00:00	0:08:59	A137	Aurora contract deputy

Place Currently Not Set Traffic Survey Summary

Location: Ehlen RD/ Airport Rd
 Start Date: 11/2/2023
 End Date: 11/8/2023

Zone: Other
 Start Time: 15:17:52
 End Time: 10:24:08
 Travel Direction: E

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	927	614	1132	1361	1164	968	980	1375	1609	1840	1608	6399
% of Total	4.64%	3.07%	5.66%	6.81%	5.82%	4.84%	4.9%	6.88%	8.05%	9.21%	8.04%	32.03%
										Total Vehicles: 19977		

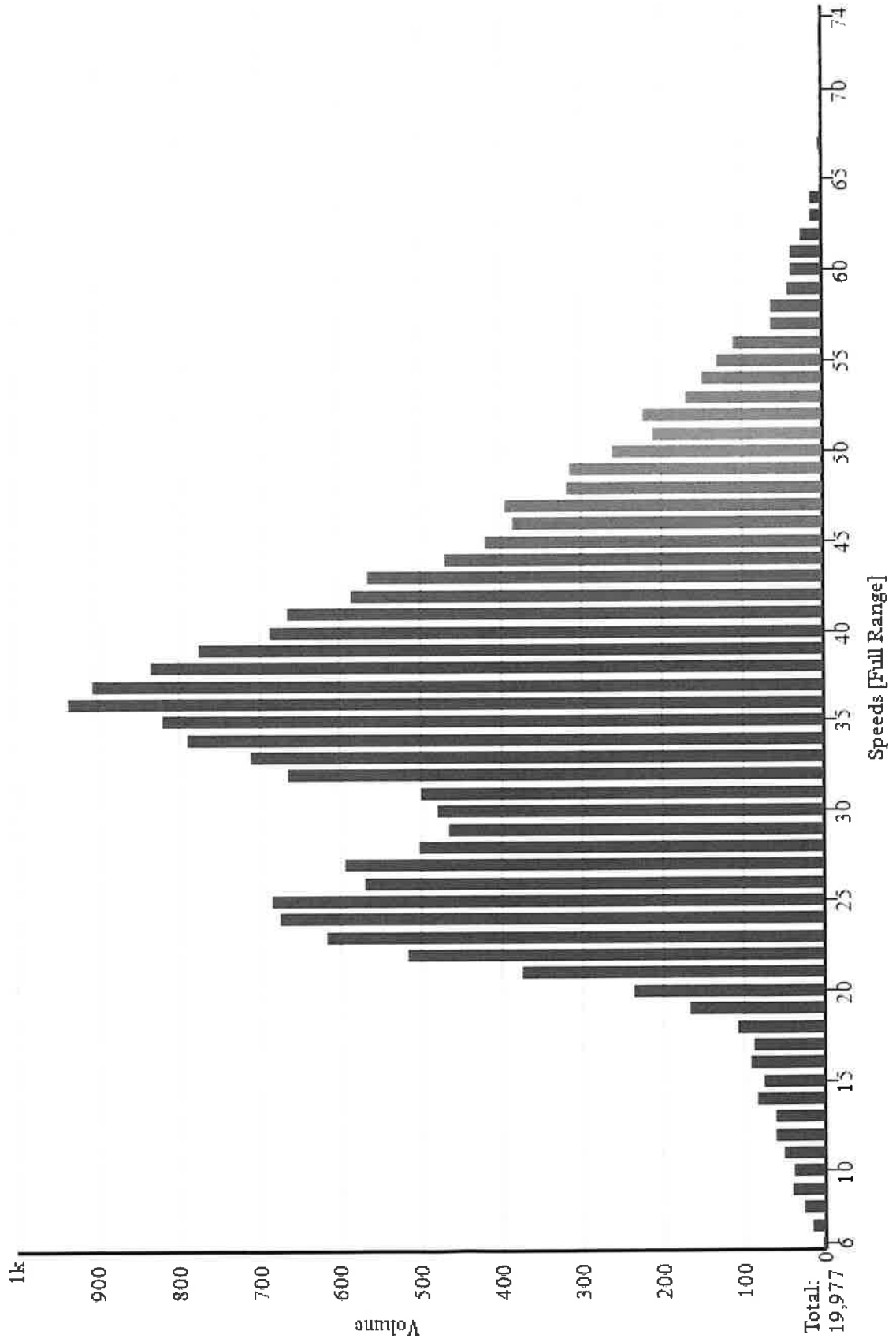
Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	35	Pace Speed	32 to 41	Speed	35+	45+	55+	Total
#At/Under Limit	10130	# in Pace	7783	Number	6841	2560	446	9847
# Over Limit	9847	% in Pace	38.95%	Percent	34.24%	12.81%	2.23%	49.29%
Average Speed	34.99	85% Percentile	46					

**Place Currently Not Set
Speed/Volume Graph**

Travel Direction: E

Zone: Other
Speed Limit: 35 MPH

Location: Ehlen RD/ Airport Rd
Dates: 11/2/2023 to 11/8/2023

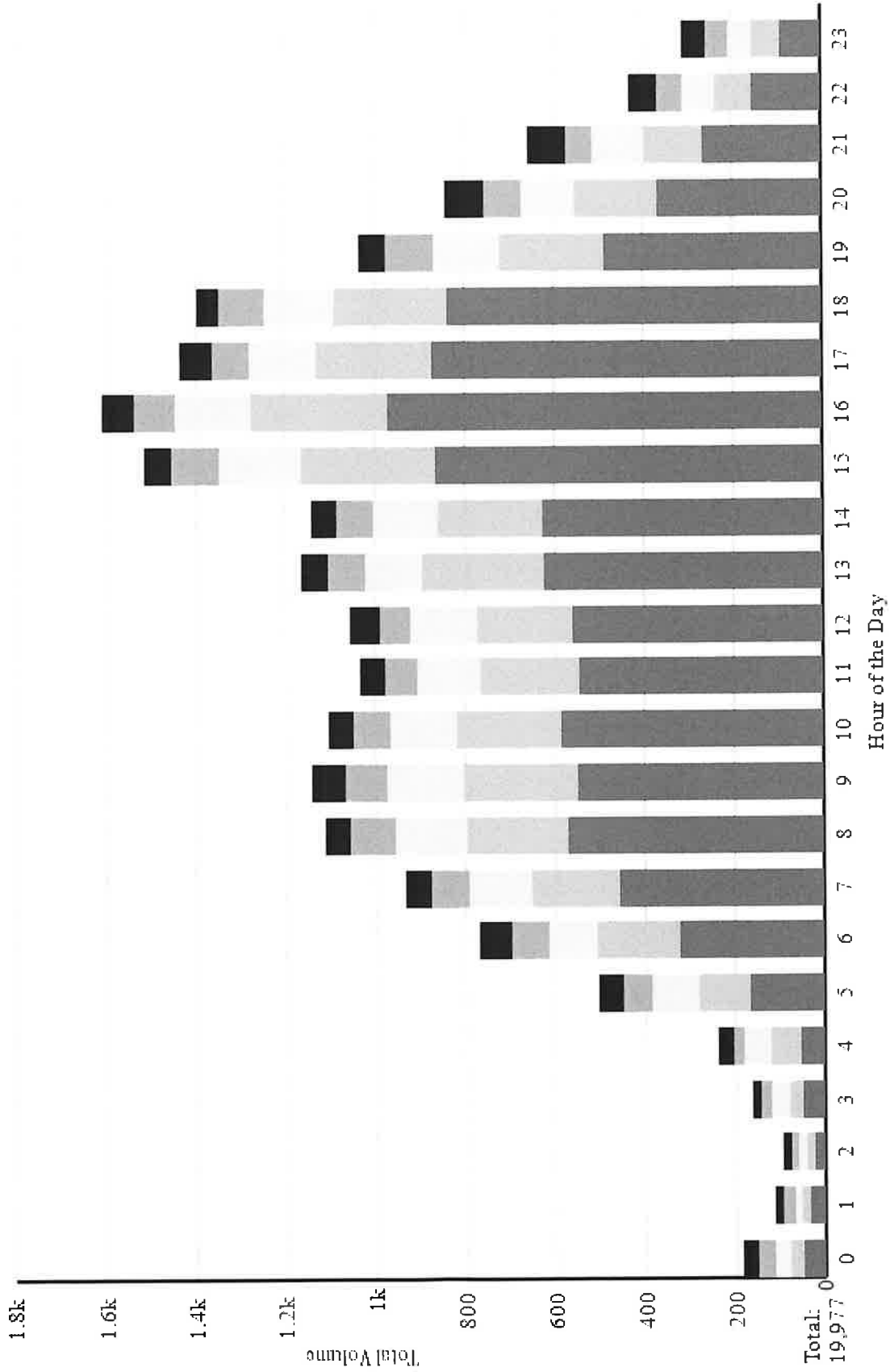


Place Currently Not Set Speed/Time/Volume Graph

Travel Direction: E

Location: Ehlen RD/ Airport Rd
Dates: 11/2/2023 to 11/8/2023

Zone: Other
Speed Limit: 35 MPH



**Place Currently Not Set
Estimated Revenue Summary**

Location: Ehlen RD/ Airport Rd
Dates: 11/2/2023 to 11/8/2023
Speed Limit: 35 MPH

Zone: Other
Travel Direction: E

Over Speed	Fine Amount	# of Speeders	Fine Totals
1 to 10	35	6841	\$239435
11 to 15	55	1675	\$92125
16 to 20	75	885	\$66375
21 to 25	95	324	\$30780
26 to 30	155	101	\$15655
31 to 35	175	16	\$2800
36 to 40	255	5	\$1275
41+	555	0	\$0

Total Vehicles: 19977
Vehicles At/Under Speed Limit: 10130
Total Speeders: 9847

Revenue based on assumed percentage of violators ticketed.				
10%	25%	50%	75%	100%
\$44844	\$112111	\$224222	\$336333	\$448445

***CITY OF AURORA, OREGON
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2023***

CITY OF AURORA, OREGON
CITY OFFICIALS
JUNE 30, 2023

<u><i>Name</i></u>	<i>MAYOR</i>	<u><i>Term</i></u>
Brian Asher		December 31, 2024

CITY COUNCIL MEMBERS

Charles Roper		December 31, 2024
John Berard		December 31, 2026
Mercedes Rhoden-Feely		December 31, 2024
Wendy Veliz		December 31, 2024

CITY ADMINISTRATION

Mary Lambert, Finance Officer

Stuart A. Rodgers, City Recorder

Officials and City Staff can be contacted at:

21420 Main Street NE
Aurora, Oregon 97002

CITY OF AURORA, OREGON
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GROVE, MUELLER & SWANK, P.C.

Certified Public Accountants and Consultants

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Council Members
City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

Report on the Financial Statements

Opinions

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Aurora, Oregon (the City) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the modified cash basis financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Aurora, Oregon, as of June 30, 2023, and the respective changes in modified cash basis financial position and, where applicable, cash flows thereof for the year then ended in accordance with the basis of accounting described in the notes to the financial statements.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter - Basis of Accounting

We draw attention to the notes of the financial statements that describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in the notes to the financial statements. This includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. Management's discussion and analysis, budgetary comparison information and combining nonmajor fund financial statements are presented for purposes of additional analysis and are not required parts of the basic financial statements.

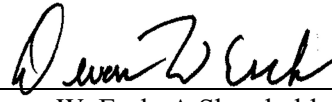
The supplementary information as listed in the table of contents are the responsibility of management and were derived from, and relate directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Management's discussion and analysis has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have issued our report dated November 2, 2023, on our consideration of the City's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 
Devan W. Esch, A Shareholder
November 2, 2023

CITY OF AURORA, OREGON

Management's Discussion and Analysis
June 30, 2023

As management of the City of Aurora, we offer readers of the financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2023.

Financial Highlights

	June 30,		change
	2023	2022	
Net position	\$ 4,183,881	\$ 3,241,136	\$ 942,745
Change in net position	942,745	606,535	336,210
Governmental net position	1,870,992	1,262,199	608,793
Proprietary net position	2,312,889	1,978,937	333,952
Change in governmental net position	608,793	(168,031)	776,824
Change in proprietary net position	333,952	774,566	(440,614)

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City of Aurora's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains supplementary and other information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. These statements include:

The Statement of Net Position (Modified Cash Basis). This presents information on the assets and liabilities of the City as of the date on the statement. Net position is what remains after the liabilities have been paid or otherwise satisfied. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities (Modified Cash Basis). The *statement of activities* presents information showing how the net position of the City changed over the most recent fiscal year by tracking revenues, expenditures and other transactions that increase or reduce net position.

In the government-wide financial statements, the City's activities are shown as governmental and business-type activities. Governmental activities include all basic city government functions, such as general government, public safety, highway and streets, and community development. These activities are primarily financed through property taxes and other intergovernmental activities. Business-type activities are those which are primarily financed through charges to customers and include water and sewer operations.

Fund financial statements. The *fund financial statements* provide more detailed information about the City’s funds, focusing on its most significant or “major” funds – not the City as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like state and other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary (business-type) funds.

Governmental funds. The *governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful in obtaining an understanding of each fund’s activity.

Proprietary funds. Proprietary funds are used to account for funds which are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). Proprietary funds whose primary user is the public are known as enterprise funds.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain *supplementary information*, including the budgetary comparison schedules and the combining non-major fund financial statements.

Government-wide Financial Analysis

	2023			2022		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Cash and cash equivalents	\$ 1,870,992	\$ 2,312,889	\$ 4,183,881	\$ 1,262,199	\$ 1,978,937	\$ 3,241,136
Liabilities	-	-	-	-	-	-
Net Position:						
Restricted	945,659	202,577	1,148,236	529,827	156,043	685,870
Unrestricted	925,333	2,110,312	3,035,645	732,372	1,822,894	2,555,266
Total Net Position	\$ 1,870,992	\$ 2,312,889	\$ 4,183,881	\$ 1,262,199	\$ 1,978,937	\$ 3,241,136

Statement of Net Position (modified cash basis). The *statement of net position* (modified cash basis) is provided on a comparative basis. As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. In the case of the City of Aurora, assets exceeded liabilities by \$4,183,881 as of June 30, 2023.

Restricted net position represents sources that are subject to external restrictions on their use, such as debt service or capital projects.

Unrestricted net position is available for general operations of the City.

	2023			2022		
	Governmental Activities	Business- type Activities	Total	Governmental Activities	Business- type Activities	Total
Revenues						
Program revenues						
Charges for service	\$ 173,506	\$ 787,745	\$ 961,251	\$ 131,573	\$ 785,249	\$ 916,822
Operating grants	659,773	-	659,773	158,474	-	158,474
Capital grants	11,109	646,835	657,944	2,740	7,575	10,315
General revenues						
Taxes and assessments	354,632	384,466	739,098	337,155	380,020	717,175
Franchise taxes	84,356	-	84,356	74,087	-	74,087
Intergovernmental	39,890	115,389	155,279	35,646	615,389	651,035
Miscellaneous	102,567	76,885	179,452	68,163	13,150	81,313
<i>Total revenues</i>	1,425,833	2,011,320	3,437,153	807,838	1,801,383	2,609,221
Expenses						
General government	227,143	-	227,143	231,913	-	231,913
Police and municipal court	220,493	-	220,493	204,535	-	204,535
Highways and streets	153,301	-	153,301	85,019	-	85,019
Community development	216,103	-	216,103	454,402	-	454,402
Water	-	930,980	930,980	-	300,128	300,128
Sewer	-	746,388	746,388	-	726,689	726,689
<i>Total expenses</i>	817,040	1,677,368	2,494,408	975,869	1,026,817	2,002,686
Change in net position	608,793	333,952	942,745	(168,031)	774,566	606,535
Net position, beginning of year	1,262,199	1,978,937	3,241,136	1,430,230	1,204,371	2,634,601
Net position, end of year	\$ 1,870,992	\$ 2,312,889	\$ 4,183,881	\$ 1,262,199	\$ 1,978,937	\$ 3,241,136

Statement of Activities (modified cash basis). During the current fiscal year, the City's total net position increased by \$942,745 to \$4,183,881 from \$3,241,136 at the beginning of the year. The key elements of the change in the City's net position for the year ended June 30, 2023 are as follows:

Governmental activities - The City's net position increased by \$608,793 from governmental activities. The increase was primarily due to the increase in operating grants received within the current year.

Business type activities - The City's net position increased by \$333,952 from business type activities. Revenues increased by \$209,937 compared to the prior year, and expenses decreased by \$650,551 compared to the prior year. The revenue increase was primarily caused by significant capital grants and intergovernmental revenue received during the current year.

Financial Analysis of the City of Aurora's Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the City's governmental funds is to provide information on relatively short-term cash flow and funding for future basic services. Such information is useful in assessing the City's financing requirements. In particular, *fund balance* may serve as a useful measure of a government's net resources available for spending at the end of a fiscal year. As of June 30, 2023, the City's governmental funds reported combined ending fund balances of \$1,870,992, an increase of \$608,793 over the prior year.

Business-type funds. The business-type funds account for the City's water and sewer operations. Revenues exceeded expenses by \$333,952 for the year ended June 30, 2023.

General Fund Budgetary Highlights

No supplemental budgets were passed by the City for the fiscal year ended June 30, 2023. The General fund expended \$506,777 less than the amount appropriated to the fund.

Significant Fund Transactions

Major Governmental Funds:

General Fund - The General Funds is the primary operating funds of the City. The fund balance was \$601,601 as of June 30, 2023. The fund balance increased \$17,341 during the current fiscal year. As a measure of the liquidity, it may be useful to compare total fund balances to total fund expenditures. Fund balance represents 94% of total expenditures.

Street/Storm Operating Fund - The Street/Storm Operating Fund accounts for street maintenance and improvements. The fund balance increased by \$547,068. This increase was due to a significant increase in intergovernmental revenues in the current year with expenses decreasing significantly compared with the prior year.

Major Proprietary Operations:

Water Operations – Water operations revenues are from charges for services and expenses are for personal services, materials and services, capital acquisition and debt repayment. Net position increased \$186,303 during the year due to an increase in intergovernmental and interest revenues.

Sewer Operations –Sewer operations revenues are from charges for services and expenses are for personal services, materials and services, and capital acquisition. Net position increased by \$147,649 due to revenues remaining consistently larger than expenditures.

Debt Administration

The City had total debt outstanding of \$437,666 at the end of the current fiscal year.

During the current fiscal year, the City's total debt decreased by \$370,546 (46%) due to regularly scheduled payments.

State statutes limit the amount of general obligation debt a governmental entity may issue to 3 percent of its total assessed valuation. The City had no general obligation debt subject to the limitation at June 30, 2023.

**City of Aurora
Outstanding Debt**

	Business-type Activities	
	2023	2022
General obligation bonds	\$ 275,000	\$ 630,000
Loans	162,666	178,212
Total	\$ 437,666	\$ 808,212

Additional information on the City's long-term debt can be found in the notes to the basic financial statements of this report.

Economic Factors and the Next Year's Budget

The City's Budget Committee considered all the following factors while preparing the City budget for the 2023-24 fiscal year:

- a. Prior history of revenues and expenditures
- b. Capital projects in the water and sewer funds
- c. Expected property tax revenues

Requests for Information

This financial report is designed to present the user (citizens, taxpayers, investors, and creditors) with a general overview of the City's finances and to demonstrate the City's accountability. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

City Recorder
City of Aurora
21420 Main Street NE
Aurora, Oregon 97002

BASIC FINANCIAL STATEMENTS

CITY OF AURORA, OREGON
STATEMENT OF NET POSITION (MODIFIED CASH BASIS)
JUNE 30, 2023

	Governmental Activities	Business-type Activities	Totals
ASSETS			
Cash and cash equivalents	\$ 1,870,992	\$ 2,312,889	\$ 4,183,881
LIABILITIES			
	-	-	-
NET POSITION			
Restricted for:			
Debt service	-	27,921	27,921
Capital acquisitions	80,721	174,656	255,377
Community development	24,591	-	24,591
Streets	840,347	-	840,347
Unrestricted	925,333	2,110,312	3,035,645
<i>Total Net Position</i>	<u>\$ 1,870,992</u>	<u>\$ 2,312,889</u>	<u>\$ 4,183,881</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON
STATEMENT OF ACTIVITIES (MODIFIED CASH BASIS)
YEAR ENDED JUNE 30, 2023

	<i>Expenses</i>	<i>Program Revenues</i>		
		<i>Fees, Fines and Charges for Services</i>	<i>Operating Grants and Contributions</i>	<i>Capital Grants and Contributions</i>
FUNCTIONS/PROGRAMS				
Governmental activities:				
General government	\$ 227,143	\$ 18,134	\$ 24,818	\$ 899
Police and municipal court	220,493	23,103	-	-
Highways and streets	153,301	32,399	634,955	5,800
Community development	216,103	99,870	-	4,410
<i>Total Governmental activities</i>	817,040	173,506	659,773	11,109
Business-type activities:				
Water	930,980	370,431	-	585,041
Sewer	746,388	417,314	-	61,794
<i>Total Business-type activities</i>	1,677,368	787,745	-	646,835
<i>Total Activities</i>	\$ 2,494,408	\$ 961,251	\$ 659,773	\$ 657,944
General Revenues:				
Property taxes				
Franchise taxes				
Intergovernmental				
Miscellaneous				
<i>Total General Revenues</i>				
Change in net position				
Net Position - beginning of year				
Net Position - end of year				

The accompanying notes are an integral part of the financial statements.

***Net (Expenses) Revenues
and Changes in Net Position***

<i>Governmental Activities</i>	<i>Business-type Activities</i>	<i>Total</i>
\$ (183,292)	\$ -	\$ (183,292)
(197,390)	-	(197,390)
519,853	-	519,853
(111,823)	-	(111,823)
27,348	-	27,348
-	24,492	24,492
-	(267,280)	(267,280)
-	(242,788)	(242,788)
27,348	(242,788)	(215,440)
354,632	384,466	739,098
84,356	-	84,356
39,890	115,389	155,279
102,567	76,885	179,452
581,445	576,740	1,158,185
608,793	333,952	942,745
1,262,199	1,978,937	3,241,136
<u>\$ 1,870,992</u>	<u>\$ 2,312,889</u>	<u>\$ 4,183,881</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**BALANCE SHEET (MODIFIED CASH BASIS) – GOVERNMENTAL FUNDS**

JUNE 30, 2023

	<u>Special Revenue</u>			<u>Total</u>
	<u>General</u>	<u>Street / Storm Operating</u>	<u>Other Governmental Funds</u>	
ASSETS				
Cash and cash equivalents	\$ 601,601	\$ 732,789	\$ 536,602	\$ 1,870,992
LIABILITIES AND FUND BALANCE				
Liabilities	\$ -	\$ -	\$ -	\$ -
Fund Balance				
Restricted for:				
Capital acquisitions	-	-	80,721	80,721
Streets	-	732,789	107,558	840,347
Community development	-	-	24,591	24,591
Committed to:				
Capital acquisitions	-	-	323,732	323,732
Unassigned	601,601	-	-	601,601
Total Liabilities and Fund Balance	\$ 601,601	\$ 732,789	\$ 536,602	\$ 1,870,992

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES****(MODIFIED CASH BASIS) – GOVERNMENTAL FUNDS****YEAR ENDED JUNE 30, 2023**

	General	Special Revenue Street / Storm Operating	Other Governmental Funds	Total
REVENUES				
Taxes and assessments	\$ 354,632	\$ -	\$ -	\$ 354,632
Fines and forfeitures	23,103	-	-	23,103
Licenses and permits	197,919	-	17,531	215,450
Charges for services	-	18,315	14,084	32,399
Intergovernmental	50,607	634,955	-	685,562
Miscellaneous	46,657	-	13,259	59,916
Interest earnings	18,760	21,099	14,912	54,771
<i>Total Revenues</i>	691,678	674,369	59,786	1,425,833
EXPENDITURES				
Current				
General government	227,144	-	-	227,144
Police and municipal court	220,493	-	-	220,493
Highways and streets	-	105,593	-	105,593
Community development	116,154	-	20,382	136,536
Park services	65,984	-	-	65,984
Capital acquisitions	10,562	47,708	3,020	61,290
<i>Total Expenditures</i>	640,337	153,301	23,402	817,040
REVENUES OVER (UNDER) EXPENDITURES	51,341	521,068	36,384	608,793
OTHER FINANCING SOURCES (USES)				
Transfers in	-	26,000	8,000	34,000
Transfers out	(34,000)	-	-	(34,000)
<i>Total Other Financing Sources (Uses)</i>	(34,000)	26,000	8,000	-
NET CHANGE IN FUND BALANCE	17,341	547,068	44,384	608,793
FUND BALANCE, beginning of year	584,260	185,721	492,218	1,262,199
FUND BALANCE, end of year	\$ 601,601	\$ 732,789	\$ 536,602	\$ 1,870,992

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF FUND NET POSITION (MODIFIED CASH BASIS) - ENTERPRISE FUNDS**

JUNE 30, 2023

	<u>Water Operations</u>	<u>Sewer Operations</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 1,438,298	\$ 874,591	\$ 2,312,889
LIABILITIES	-	-	-
FUND NET POSITION			
Restricted for:			
Debt service	-	27,921	27,921
Capital acquisitions	78,564	96,092	174,656
Unrestricted	1,359,734	750,578	2,110,312
	<u>1,438,298</u>	<u>874,591</u>	<u>2,312,889</u>
<i>Total Fund Net Position</i>	<u>\$ 1,438,298</u>	<u>\$ 874,591</u>	<u>\$ 2,312,889</u>

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND NET POSITION –
(MODIFIED CASH BASIS) – ENTERPRISE FUNDS
YEAR ENDED JUNE 30, 2023**

	<i>Water Operations</i>	<i>Sewer Operations</i>	<i>Total</i>
OPERATING REVENUES			
Charges for services	\$ 370,430	\$ 417,314	\$ 787,744
Miscellaneous	5,369	-	5,369
<i>Total Operating Revenues</i>	375,799	417,314	793,113
OPERATING EXPENSES			
Personal services	133,667	149,061	282,728
Materials and services	110,088	110,065	220,153
<i>Total Operating Expenses</i>	243,755	259,126	502,881
OPERATING INCOME	132,044	158,188	290,232
NONOPERATING REVENUES AND EXPENSES			
Taxes and assessments	-	384,466	384,466
Intergovernmental	115,389	-	115,389
Interest revenue	41,055	30,462	71,517
Capital acquisitions	(666,334)	(103,911)	(770,245)
Debt payments			
Principal	(15,546)	(355,000)	(370,546)
Interest	(5,346)	(28,350)	(33,696)
<i>Total Nonoperating Revenues and Expenses</i>	(530,782)	(72,333)	(603,115)
NET INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	(398,738)	85,855	(312,883)
CONTRIBUTIONS AND TRANSFERS			
Capital contributions	585,041	61,794	646,835
CHANGE IN FUND NET POSITION	186,303	147,649	333,952
FUND NET POSITION, beginning of year	1,251,995	726,942	1,978,937
FUND NET POSITION, end of year	\$ 1,438,298	\$ 874,591	\$ 2,312,889

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON**STATEMENT OF CASH FLOWS (MODIFIED CASH BASIS) – ENTERPRISE FUNDS****YEAR ENDED JUNE 30, 2023**

	<i>Water Operations</i>	<i>Sewer Operations</i>	<i>Total</i>
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 375,799	\$ 417,314	\$ 793,113
Cash paid to employees and others for salaries and benefits	(133,667)	(149,061)	(282,728)
Cash paid to suppliers and others	(110,088)	(110,065)	(220,153)
<i>Net Cash Provided by Operating Activities</i>	132,044	158,188	290,232
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Intergovernmental	115,389	-	115,389
Taxes and assessments	-	384,466	384,466
<i>Net Cash Provided by Non-Capital Financing Activities</i>	115,389	384,466	499,855
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Purchase of capital assets	(666,334)	(103,911)	(770,245)
Principal paid on debt	(15,546)	(355,000)	(370,546)
Interest paid on debt	(5,346)	(28,350)	(33,696)
Capital contributions	585,041	61,794	646,835
<i>Net Cash Used for Capital and Related Financing Activities</i>	(102,185)	(425,467)	(527,652)
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest received	41,055	30,462	71,517
<i>Increase (Decrease) in Cash and Cash Equivalents</i>	186,303	147,649	333,952
CASH AND CASH EQUIVALENTS, Beginning of year	1,251,995	726,942	1,978,937
CASH AND CASH EQUIVALENTS, End of year	\$ 1,438,298	\$ 874,591	\$ 2,312,889
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating income	\$ 132,044	\$ 158,188	\$ 290,232

The accompanying notes are an integral part of the financial statements.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Aurora, Oregon is governed by an elected mayor and four council members who comprise the City Council. The City Council exercises supervisory responsibilities over City operations, but day-to-day management control is the responsibility of a city recorder. All significant activities and organizations for which the City is financially accountable are included in the basic financial statements.

There are certain governmental agencies and various service districts which provide services within the City. These agencies have independently elected governing boards and the City is not financially accountable for these organizations. Therefore, financial information for these agencies is not included in the accompanying basic financial statements.

As discussed further under *Measurement Focus and Basis of Accounting*, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

Basic Financial Statements

Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Government-wide financial statements display information about the City as a whole. For the most part, the effect of interfund activity has been removed from these statements. These statements focus on the sustainability of the City as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. These aggregated statements consist of the Statement of Net Position (modified cash basis) and the Statement of Activities (modified cash basis).

The Statement of Net Position (modified cash basis) presents the assets and liabilities of the City. Net position, representing assets less liabilities, is shown in two components: restricted for special purposes, amounts which must be spent in accordance with legal restrictions; and unrestricted, the amount available for ongoing City activities.

The Statement of Activities (modified cash basis) demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund financial statements display information at the individual fund level. Each fund is considered to be a separate accounting entity. Funds are classified and summarized as governmental, proprietary, or fiduciary. Currently, the City has governmental funds (general, special revenue, and capital projects) and proprietary type funds (enterprise). Major individual governmental funds and proprietary operations are reported as separate columns in the fund financial statements.

CITY OF AURORA, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)*Basis of Presentation*

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

Accounting principles generally accepted in the United States of America set forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures / expenses of either fund category or the government and enterprise combined) for the determination of major funds.

The City reports the following governmental funds as major funds:

General Fund

This fund accounts for the basic governmental financial operations of the City. Principal sources of revenues are property taxes, licenses and permits, fines and forfeitures and State shared revenues. Primary expenditures are for administration, park service, community development, public facilities, and municipal court.

Street/Storm Operating Fund

Gas tax apportionments received from the State are recorded in this fund. Expenditures are for road construction and maintenance.

The City reports each of its proprietary operations. They are used to account for the acquisition, operation, and maintenance of the sewer and water systems. These operations are entirely or predominantly self-supported through user charges to customers. The City reports the following major proprietary activities:

Sewer Operations

Accounts for the operations, maintenance, and capital construction projects for wastewater system, which is funded through utility fees, systems development charges, and property taxes.

Water Operations

Accounts for the operations, maintenance, debt service, and capital construction projects for water system, which is funded through utility fees and systems development charges.

Fund Balance

Fund balance is reported as non-spendable when the resources cannot be spent because they are either in a legally or contractually required to be maintained intact or non-spendable form. Resources in non-spendable form include inventories, prepaids and deposits, and assets held for resale.

Fund balance is reported as restricted when the constraints placed on the use of resources are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

CITY OF AURORA, OREGON*NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**YEAR ENDED JUNE 30, 2023*

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)*Fund Balance (Continued)*

Fund balance is reported as committed when the City Council takes formal action that places specific constraints on how the resources may be used. The City Council can modify or rescind the commitment at any time through taking a similar formal action.

Resources that are constrained by the City's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent is expressed when the City Council approves which resources should be "reserved" during the adoption of the annual budget. The City's Finance Officer uses that information to determine whether those resources should be classified as assigned or unassigned for presentation in the City's Annual Financial Report.

Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been restricted, committed, or assigned within the General Fund. This classification is also used to report any negative fund balance amounts in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Definitions of Governmental Fund Types

The General Fund is used to account for the basic operations of the City, which include general government, public safety, highways and streets, and community development.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term "proceeds of specific revenues sources" means that the revenue sources for the fund must be from restricted or committed sources, specifically that a substantial portion of the revenue must be from these sources and be expended in accordance with those requirements.

Capital Projects Funds are utilized to account for financial resources to be used for the acquisition or construction of capital equipment and facilities.

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded, regardless of the measurement focus applied.

In the government-wide Statement of Net Position (Modified Cash Basis) and Statement of Activities (Modified Cash Basis), both governmental and business-type activities are presented using the economic resource measurement focus, within the limitations of the modified cash basis of accounting, as defined below.

CITY OF AURORA, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)*Measurement Focus and Basis of Accounting (Continued)*

In the fund financial statements, the current financial resources measurement focus or the economic resources measurement focus is applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary funds utilize an economic resource measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, change in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position or balance sheets cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include:

1. Interfund receivables and payables that are temporary borrowing and result from transactions involving cash or cash equivalents are recognized.
2. Assets that normally convert to cash or cash equivalents (e.g., certificates of deposit, external cash pools, and marketable investments) that arise from transactions and events involving cash or cash equivalents are recognized.
3. Liabilities for cash (or cash equivalents) held on behalf of others or held in escrow are recognized.

The modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods and services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value. Additionally, long-term liabilities such as debt are only reported in the notes to the financial statements.

If the City utilized the basis of accounting recognized as generally accepted in the United States of America, the fund financial statements for the governmental funds would use the modified accrual basis of accounting, and the fund financial statements for the enterprise funds would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

The City's policy, although not in accordance with accounting principles generally accepted in the United States of America, is acceptable under Oregon Law (ORS 294.333), which leaves the selection of the method of accounting to the discretion of the municipal corporation.

CITY OF AURORA, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)*Measurement Focus and Basis of Accounting (Continued)*

Enterprise funds distinguish between operating and non-operating revenues and expenses. Operating revenues and expenses result from providing services to customers in connection with ongoing utility operations. The principal operating revenues are charges to customers for service. Operating expenses include payroll and related costs, materials and supplies, and capital outlay. All revenues not considered operating are reported as non-operating revenues.

Cash and Cash Equivalents

The City maintains cash and cash equivalents in a common pool that is available for use by all funds. Each fund type's portion of this pool is displayed as cash and cash equivalents. The City considers cash on hand, demand deposits and savings accounts, and short-term investments with an original maturity of three months or less from the date of acquisition to be cash and cash equivalents.

Oregon Revised Statutes authorize the City to invest in certificates of deposit, savings accounts, bank repurchase agreements, bankers' acceptances, general obligations of U.S. Government and its agencies, certain bonded obligations of Oregon municipalities, and the State Treasurer's Local Government Investment Pool, among others.

Investments in the Local Government Investment Pool are stated at cost, which approximates fair value.

Property Taxes

Property taxes are levied by the County Assessor and collected by the County Tax Collector. The taxes are levied and become a lien as of July 1. They may be paid in three installments payable in equal payments due November 15, February 15, and May 15. The City's property tax collection records show that most of the property taxes due are collected during the year of levy and delinquent taxes are collected in the next few years.

Capital Assets

The City does not maintain historical cost or depreciation records for capital assets. Therefore, capital assets are not reported on the government-wide Statement of Net Position or the proprietary funds statements of Fund Net Position or in the notes to the financial statements.

Long-Term Debt

Long-term debt is presented only in the notes to the financial statements. Payments of principal and interest are recorded as expenditures / expenses when paid.

Accrued Compensated Absences

Accumulated unpaid vacation pay is not accrued. Earned but unpaid sick pay is recorded as an expenditure expense when paid.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Budget and Budgetary Accounting

The City adopts the budget on an object basis; therefore, expenditures of a specific object within a fund may not legally exceed that object's appropriations. The City Council may amend the budget to expend unforeseen revenues by supplementary appropriations. All supplementary appropriations are included in the budget comparison statements. Appropriations lapse at year end and may not be carried over. The City does not use encumbrance accounting.

Use of Estimates

The preparation of basic financial statements in conformity with the modified cash basis of accounting requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and reported amounts of revenues and expenditures during the reporting period. Actual results may differ from those estimates.

Subsequent Events

Management has evaluated subsequent events through November 2, 2023, the date on which the financial statements were available to be issued. Management is not aware of any subsequent events that require recognition or disclosure in the financial statements.

CASH AND CASH EQUIVALENTS

Cash and cash equivalents are comprised of the following at June 30, 2023:

Cash	
Cash on hand	\$ 400
Book balance of deposits with financial institutions	(7,415)
Investments	
Local Government Investment Pool	4,190,896
	<hr/>
	\$ 4,183,881
	<hr/> <hr/>

Deposits

The City's deposits with various financial institutions had a book value of \$(7,415) and a bank balance of \$46,930 as of June 30, 2023. The difference is due to transactions in process. Bank deposits are secured to legal limits by federal deposit insurance. The remaining amount is secured in accordance with ORS 295 under a collateral program administered by the Oregon State Treasurer.

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned. The Federal Depository Insurance Corporation (FDIC) provides insurance for the City's deposits with financial institutions for up to \$250,000 for the aggregate of all demand deposits and the aggregate of all time deposit and savings accounts at each institution. Deposits in excess of FDIC coverage are with institutions participating in the Oregon Public Funds Collateralization Program (PFCP). The PFCP is a shared liability structure for participating

CITY OF AURORA, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

CASH AND CASH EQUIVALENTS (Continued)*Custodial Credit Risk – Deposits (Continued)*

bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected. Barring any exceptions, a bank depository is required to pledge collateral valued at least 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities. As of June 30, 2023, the City's bank balance was not in excess of FDIC limits.

Local Government Investment Pool

The State Treasurer of the State of Oregon maintains the Oregon Short Term Fund, of which the Local Government Investment Pool is part. Participation by local governments is voluntary. The State of Oregon investment policies are governed by statute and the Oregon Investment Council. In accordance with Oregon Statutes, the investment funds are invested as a prudent investor would do, exercising reasonable care, skill, and caution. The Oregon Short Term Fund is the LGIP for local governments and was established by the State Treasurer. It was created to meet the financial and administrative responsibilities of federal arbitrage regulations. The investments are regulated by the Oregon Short Term Fund Board and approved by the Oregon Investment Council (ORS 294.805 to 294.895). At June 30, 2023, the fair value of the position in the Oregon State Treasurer's Short Term Investment Pool was approximately equal to the value of the pool shares. The investment in the Oregon Short Term Fund is not subject to risk evaluation. The LGIP is not rated for credit quality. Separate financial statements for the Oregon Short Term Fund are available from the Oregon State Treasurer.

Interest Rate Risk

In accordance with its investment policy, the City manages its exposure to declines in fair value of its investments by limiting its investments to the LGIP.

Custodial Credit Risk - Investments

For an investment, this is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The City's investment policy limits the types of investments that may be held and does not allow securities to be held by the counterparty.

The LGIP is administered by the Oregon State Treasury with the advice of other state agencies and is not registered with the U.S. Securities and Exchange Commission. The LGIP is an open-ended no-load diversified portfolio offered to any agency, political subdivision, or public corporation of the state that by law is made the custodian of or has control of any fund. The LGIP is commingled with the State's short-term funds. In seeking to best serve local governments of Oregon, the Oregon Legislature established the Oregon Short Term Fund Board, which has established diversification percentages and specifies the types and maturities of the investments.

The purpose of the Board is to advise the Oregon State Treasury in the management and investment of the LGIP. These investments within the LGIP must be invested and managed as a prudent investor would, exercising reasonable care, skill, and caution. Professional standards indicate that the investments in external investment pools are not subject to custodial risk because they are not evidenced by securities that exist in physical or book entry form. Nevertheless, management does not believe that there is any substantial custodial risk related to investments in the LGIP.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

LONG-TERM DEBT

As a result of the use of the modified cash basis of accounting in this report, obligations related to long-term debt and other obligations are not reported as liabilities in the financial statements. Long-term debt transactions for the year were as follows:

	<i>Outstanding July 1, 2022</i>	<i>Issued</i>	<i>Matured/ Redeemed During Year</i>	<i>Outstanding June 30, 2023</i>	<i>Due Within One Year</i>
<i>Business-type activities - direct borrowings</i>					
2009 General Obligation Bonds	\$ 630,000	\$ -	\$ (355,000)	\$ 275,000	\$ 275,000
Safe Drinking Water Loan	178,212	-	(15,546)	162,666	16,012
	<u>\$ 808,212</u>	<u>\$ -</u>	<u>\$ (370,546)</u>	<u>\$ 437,666</u>	<u>\$ 291,012</u>

Debt payments on the general obligation bonds are made from the G.O. Waste Water Bond Fund.

Direct Borrowings – Business-type Activities

2009 G. O. Bonds: On May 28, 2009 the City issued \$3,530,000 of general obligation bonds for sewer system capital improvements. The bonds call for annual payments ranging from \$287,374 to \$383,350 including interest at rates ranging from 2.5% to 4.5%. The bonds mature on June 1, 2024. The loan is secured by tax increment revenues, and, in the event of default, the bonds are not subject to acceleration.

Safe Drinking Water Loan: On July 31, 2009 the City entered into a loan agreement with the Oregon Economic and Community Development Division (subsequently renamed Oregon Business Development Division) in the amount of \$330,812 with annual payments of \$20,892 which include interest at 3% through December 1, 2031. The purpose of the loan was for water system capital improvements. In the event of default, the lender may declare all amounts immediately due and payable and may exercise any remedy available at law or in equity.

Future debt service requirements are as follows:

<i>Fiscal Year Ending June 30,</i>	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2024	\$ 291,012	\$ 17,254	\$ 308,266
2025	16,492	4,400	20,892
2026	16,987	3,905	20,892
2027	17,497	3,395	20,892
2028	18,021	2,870	20,891
2029-2032	77,657	5,909	83,566
	<u>\$ 437,666</u>	<u>\$ 37,733</u>	<u>\$ 475,399</u>

CITY OF AURORA, OREGON*NOTES TO BASIC FINANCIAL STATEMENTS (Continued)**YEAR ENDED JUNE 30, 2023*

PENSION PLAN

Plan Description - City employees are provided pension benefits through the Oregon Public Employees Retirement System (PERS). PERS is a cost-sharing multiple-employer defined benefit pension plan for units of state and local government in Oregon, containing multiple actuarial pools. Benefits are established and amended by the Oregon State Legislature pursuant to ORS Chapters 238 and 238A. The legislature has delegated the authority to administer and manage PERS to the Public Employees Retirement Board. PERS issues a publicly available financial report that can be found at: <https://www.oregon.gov/pers/Pages/Financials/Actuarial-Financial-Information.aspx>

Benefits Provided - PERS provides retirement, disability, and death benefits which vary based on a qualified employee's hiring date and employment class (general service or police/fire). All City employees are eligible to participate after six months of covered employment. Details applicable to police/fire employees are noted in [square brackets] where different.

The Tier One/Tier Two Retirement Plan applies to qualifying employees hired before August 29, 2003 and is closed to new members.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.67% [2.00%]. Benefits may also be based on a money match computation, or formula plus annuity (for members contributing before August 21, 1981), if a greater benefit results. Employees are fully vested after making contributions in each of five calendar years and are eligible to retire at age 55 [50]. Tier One benefits are reduced if retirement occurs prior to age 58 [55] with less than 30 [25] years of service; Tier Two benefits are reduced for retirement prior to age 60.

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. Disability benefits are determined in the same manner as retirement benefits with service time computed to age 58 [55].

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance. The beneficiary may also receive a matching lump-sum payment from employer funds if the member was in covered employment at the time of death, or if the member died less than 120 days after termination, while on official leave of absence, or as a result of a job-related injury.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238.360).

The Oregon Public Service Retirement Plan (OPSRP) applies to qualifying employees hired on or after August 29, 2003.

Monthly retirement benefits are based on final 3-year average salary multiplied by years of service and a factor of 1.50% [1.80%]. Employees are fully vested after completing 600 hours of service in each of five calendar years and are eligible to retire at age 58 [53] with 30 [25] years of service, or at age 65 [60] otherwise.

Employees are eligible for service-related disability benefits regardless of length of service; 10 years of service is required for nonservice-related benefits. The benefit is 45% of the employee's salary during the last full month of employment before the disability occurred.

CITY OF AURORA, OREGON**NOTES TO BASIC FINANCIAL STATEMENTS (Continued)****YEAR ENDED JUNE 30, 2023**

PENSION PLAN (Continued)

Upon the death of a non-retired member, the beneficiary receives a monthly benefit equal to 50% of the retirement benefit that would have been paid to the member.

Monthly benefits are subject to annual cost-of-living adjustments (COLA). For benefits earned after the relevant effective dates, the COLA is subject to a cap of 1.25% on the first \$60,000 of annual benefits and 0.15% thereafter (ORS 238A.210).

Contribution Requirements – As a participating employer, the City is required to make monthly contributions to PERS based on actuarially determined percentages of covered payroll. Rates in effect for fiscal year 2023 were 17.95% for Tier One/Tier Two employees, 12.93% for OPSRP general service employees, and 17.29% for OPSRP police/fire employees. The City's total contributions to PERS were \$43,848 for fiscal year ended June 30, 2023.

Contribution requirements are established by Oregon statute and may be amended by an act of the Oregon State Legislature. Employer contribution rates for fiscal year 2023 were based on the December 31, 2020 actuarial valuation using the entry age normal actuarial cost method. It is important to note that the actuarial valuations used for rate setting are based on different methods and assumptions than those used for financial reporting which are described later in this note.

Employee contributions are set by statute at 6% of salary and are remitted by participating employers, who may agree to make employee contributions on the employee's behalf. Prior to January 1, 2004, employee contributions were credited to the defined benefit pension plan. Beginning January 1, 2004, all employee contributions were placed in the OPSRP Individual Account Program (IAP), a defined contribution pension plan described further at the end of this note.

Pension Assets/Liabilities, Pension Expense, and Pension-Related Deferrals – At June 30, 2023, the City reported a net pension liability of \$320,370 as its proportionate share of the collective net pension liability for PERS, measured as of June 30, 2022. The total pension liability used to calculate the net pension liability was based on a December 31, 2020 actuarial valuation, rolled forward to the measurement date.

The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to PERS relative to the projected contributions of all participating employers, as actuarially determined. The City's proportion was 0.00209% as of the June 30, 2022 measurement date, compared to 0.00239% as of June 30, 2021.

Actuarial Methods and Assumptions – The total pension liability in the December 31, 2020 actuarial valuation was determined using the entry age normal method and the following actuarial assumptions, applied to all periods included in the measurement: inflation rate of 2.40%, projected salary increases of 3.40%, investment rate of return of 6.90%, and mortality rates based on the Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs. These assumptions were based on the results of the December 31, 2020 actuarial experience study.

The long-term expected rate of return on pension plan investments was developed by combining estimated rates of return for each major asset class weighted by target asset allocation percentages and adjusting for inflation.

Target allocations and estimated geometric rates of return for each major asset class are available in the PERS publicly available financial report previously mentioned.

CITY OF AURORA, OREGON

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

YEAR ENDED JUNE 30, 2023

PENSION PLAN (Continued)

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following chart shows the sensitivity of the net pension liability (asset) to changes in the discount rate, based on calculations using the discount rates of 5.90%, 6.90%, and 7.90%.

	<u>1% Decrease</u> <u>(5.90%)</u>	<u>Discount Rate</u> <u>(6.90%)</u>	<u>1% Increase</u> <u>(7.90%)</u>
Proportionate share of the net pension liability	\$ 568,149	\$ 320,370	\$ 112,991

Pension Plan Fiduciary Net Position – Detailed information about PERS' net position is available in its separately issued financial report.

Defined Contribution Plan – PERS-eligible employees are statutorily required to contribute 6% of their annual covered salary to the OPSRP Individual Account Program (IAP), a defined contribution pension plan. Benefits terms, including contribution requirements, are established by the Oregon Legislature. The City has opted to not pick-up the contributions on behalf of employees. PERS contracts with VOYA Financial to administer the IAP.

TRANSFERS (BUDGETARY BASIS)

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General	\$ -	\$ 34,000
Street/Storm Operating	26,000	-
Aurora Colony Days	8,000	-
Sewer	-	50,000
Sewer Reserve	50,000	-
	<u>\$ 84,000</u>	<u>\$ 84,000</u>

Transfers are used to (1) move resources from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move revenues restricted to debt service from the funds collecting the revenues to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

CITY OF AURORA, OREGON
NOTES TO BASIC FINANCIAL STATEMENTS (Continued)
YEAR ENDED JUNE 30, 2023

CONTINGENCIES

The City purchases commercial insurance to cover all commonly insurable risks, which includes property damage, liability, and employee bonds. Most policies carry a small deductible amount. No insurance claims settled in each of the prior three years have exceeded policy coverage.

SUPPLEMENTARY INFORMATION

CITY OF AURORA, OREGON**COMBINING BALANCE SHEET (BUDGETARY BASIS) – NONMAJOR GOVERNMENTAL FUNDS**

JUNE 30, 2023

	<i>Special Revenue</i>		
	<i>Aurora Colony Days</i>	<i>Capital Projects</i>	
		<i>Park SDC</i>	<i>Street / Storm SDC</i>
ASSETS			
Cash and cash equivalents	\$ 24,591	\$ 80,721	\$ 107,558
LIABILITIES AND FUND BALANCE			
<i>Liabilities</i>	\$ -	\$ -	\$ -
<i>Fund Balance:</i>			
Restricted for:			
Capital acquisitions	-	80,721	-
Streets	-	-	107,558
Community development	24,591	-	-
Committed to:			
Capital acquisitions	-	-	-
<i>Total Fund Balance</i>	24,591	80,721	107,558
<i>Total Liabilities and Fund Balance</i>	\$ 24,591	\$ 80,721	\$ 107,558

<i>Capital Projects</i>		
<i>Street / Storm Reserve</i>	<i>City Hall Building</i>	<i>Total</i>
\$ 169,784	\$ 153,948	\$ 536,602
\$ -	\$ -	\$ -
-	-	80,721
-	-	107,558
-	-	24,591
169,784	153,948	323,732
169,784	153,948	536,602
\$ 169,784	\$ 153,948	\$ 536,602

CITY OF AURORA, OREGON**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
(BUDGETARY BASIS) – NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2023**

	<i>Special Revenue</i>	<i>Capital Projects</i>	
	<i>Aurora Colony Days</i>	<i>Park SDC</i>	<i>Street / Storm SDC</i>
REVENUES			
Licenses and permits	\$ 2,880	\$ 4,410	\$ 5,800
Charges for services	-	-	-
Miscellaneous	13,259	-	-
Interest earnings	480	2,286	3,046
<i>Total Revenues</i>	16,619	6,696	8,846
EXPENDITURES			
Current			
Community development	20,382	-	-
Capital acquisitions	-	-	-
<i>Total Expenditures</i>	20,382	-	-
REVENUES OVER (UNDER) EXPENDITURES	(3,763)	6,696	8,846
OTHER FINANCING SOURCES (USES)			
Transfers in	8,000	-	-
NET CHANGE IN FUND BALANCE	4,237	6,696	8,846
FUND BALANCE, beginning of year	20,354	74,025	98,712
FUND BALANCE, end of year	\$ 24,591	\$ 80,721	\$ 107,558

<i>Capital Projects</i>		
<i>Street / Storm Reserve</i>	<i>City Hall Building</i>	<i>Total</i>
\$ -	\$ 4,441	\$ 17,531
14,084	-	14,084
-	-	13,259
4,685	4,415	14,912
18,769	8,856	59,786
-	-	20,382
-	3,020	3,020
-	3,020	23,402
18,769	5,836	36,384
-	-	8,000
18,769	5,836	44,384
151,015	148,112	492,218
<u>\$ 169,784</u>	<u>\$ 153,948</u>	<u>\$ 536,602</u>

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – GENERAL FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Taxes and assessments	\$ 339,194	\$ 339,194	\$ 354,632	\$ 15,438
Fines and forfeitures	30,200	30,200	23,103	(7,097)
Licenses and permits	121,550	121,550	197,919	76,369
Intergovernmental	77,713	77,713	50,607	(27,106)
Miscellaneous	72,957	72,957	46,657	(26,300)
Interest earnings	3,500	3,500	18,760	15,260
<i>Total Revenues</i>	645,114	645,114	691,678	46,564
EXPENDITURES				
Administration	457,672	457,672	422,903	34,769
Community development	173,943	173,943	116,154	57,789
Municipal court	15,100	15,100	5,862	9,238
Public facilities	54,700	54,700	18,872	35,828
Parks	125,178	125,178	76,546	48,632
Contingency	320,521	320,521	-	320,521
<i>Total Expenditures</i>	1,147,114	1,147,114	640,337	506,777
REVENUES OVER (UNDER) EXPENDITURES	(502,000)	(502,000)	51,341	553,341
OTHER FINANCING SOURCES (USES)				
Transfers out	(34,000)	(34,000)	(34,000)	-
NET CHANGE IN FUND BALANCE	(536,000)	(536,000)	17,341	553,341
FUND BALANCE, beginning of year	586,000	586,000	584,260	(1,740)
FUND BALANCE, end of year	\$ 50,000	\$ 50,000	\$ 601,601	\$ 551,601

CITY OF AURORA, OREGON
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 (BUDGETARY BASIS) – BUDGET AND ACTUAL – STREET/STORM OPERATING FUND
 YEAR ENDED JUNE 30, 2023**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Charges for services	\$ 18,790	\$ 18,790	\$ 18,315	\$ (475)
Intergovernmental	1,167,493	1,167,493	634,955	(532,538)
Interest earnings	800	800	21,099	20,299
<i>Total Revenues</i>	1,187,083	1,187,083	674,369	(512,714)
EXPENDITURES				
Street/Storm				
Personal services	37,033	37,033	32,246	4,787
Materials and services	72,000	72,000	73,347 *	(1,347)
Capital outlay	1,131,393	1,131,393	47,708	1,083,685
Contingency	147,657	147,657	-	147,657
<i>Total Expenditures</i>	1,388,083	1,388,083	153,301	1,234,782
REVENUES OVER (UNDER) EXPENDITURES	(201,000)	(201,000)	521,068	722,068
OTHER FINANCING SOURCES (USES)				
Transfers in	26,000	26,000	26,000	-
NET CHANGE IN FUND BALANCE	(175,000)	(175,000)	547,068	722,068
FUND BALANCE, beginning of year	175,000	175,000	185,721	10,721
FUND BALANCE, end of year	\$ -	\$ -	\$ 732,789	\$ 732,789

* Expenditures are adopted at the operational level; therefore, this is not a violation of expenditures in excess of appropriations.

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – AURORA COLONY DAYS****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 1,325	\$ 1,325	\$ 2,880	\$ 1,555
Miscellaneous	7,045	7,045	13,259	6,214
Interest earnings	100	100	480	380
<i>Total Revenues</i>	8,470	8,470	16,619	8,149
EXPENDITURES				
Aurora Colony Days				
Personal services	4,015	4,015	3,565	450
Materials and services	19,500	19,500	16,817	2,683
Contingency	10,455	10,455	-	10,455
<i>Total Expenditures</i>	33,970	33,970	20,382	13,588
REVENUES OVER (UNDER EXPENDITURES)	(25,500)	(25,500)	(3,763)	21,737
OTHER FINANCING SOURCES (USES)				
Transfers in	8,000	8,000	8,000	-
NET CHANGE IN FUND BALANCE	(17,500)	(17,500)	4,237	21,737
FUND BALANCE, beginning of year	17,500	17,500	20,354	2,854
FUND BALANCE, end of year	\$ -	\$ -	\$ 24,591	\$ 24,591

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – PARK SDC FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 17,640	\$ 17,640	\$ 4,410	\$ (13,230)
Interest earnings	400	400	2,286	1,886
<i>Total Revenues</i>	18,040	18,040	6,696	(11,344)
EXPENDITURES				
Parks				
Capital outlay	91,981	91,981	-	91,981
NET CHANGE IN FUND BALANCE	(73,941)	(73,941)	6,696	80,637
FUND BALANCE, beginning of year	73,941	73,941	74,025	84
FUND BALANCE, end of year	\$ -	\$ -	\$ 80,721	\$ 80,721

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – STREET/STORM SDC FUND****YEAR ENDED JUNE 30, 2023**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Licenses and permits	\$ 23,200	\$ 23,200	\$ 5,800	\$ (17,400)
Interest earnings	500	500	3,046	2,546
<i>Total Revenues</i>	23,700	23,700	8,846	(14,854)
EXPENDITURES				
Street/Storm Capital outlay	122,374	122,374	-	122,374
NET CHANGE IN FUND BALANCE	(98,674)	(98,674)	8,846	107,520
FUND BALANCE, beginning of year	98,674	98,674	98,712	38
FUND BALANCE, end of year	\$ -	\$ -	\$ 107,558	\$ 107,558

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
(BUDGETARY BASIS) – BUDGET AND ACTUAL – STREET/STORM RESERVE FUND
YEAR ENDED JUNE 30, 2023**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Charges for services	\$ 14,400	\$ 14,400	\$ 14,084	\$ (316)
Interest earnings	700	700	4,685	3,985
<i>Total Revenues</i>	15,100	15,100	18,769	3,669
EXPENDITURES				
Streets/Storm Capital outlay	165,100	165,100	-	165,100
NET CHANGE IN FUND BALANCE	(150,000)	(150,000)	18,769	168,769
FUND BALANCE, beginning of year	150,000	150,000	151,015	1,015
FUND BALANCE, end of year	\$ -	\$ -	\$ 169,784	\$ 169,784

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – CITY HALL BUILDING FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 3,200	\$ 3,200	\$ 4,441	\$ 1,241
Miscellaneous	100	100	-	(100)
Interest earnings	600	600	4,415	3,815
<i>Total Revenues</i>	3,900	3,900	8,856	4,956
EXPENDITURES				
Public Facilities				
Capital outlay	151,900	151,900	3,020	148,880
NET CHANGE IN FUND BALANCE	(148,000)	(148,000)	5,836	153,836
FUND BALANCE, beginning of year	148,000	148,000	148,112	112
FUND BALANCE, end of year	\$ -	\$ -	\$ 153,948	\$ 153,948

CITY OF AURORA, OREGON**COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
(BUDGETARY BASIS) – WATER OPERATIONS FUNDS
YEAR ENDED JUNE 30, 2023**

	<i>Water</i>	<i>Water Reserve</i>	<i>Water SDC</i>	<i>Water Storage Tank/Pump Station</i>	<i>Total</i>
REVENUES					
Charges for services	\$ 370,430	\$ -	\$ -	\$ -	\$ 370,430
Licenses and permits	-	-	11,086	-	11,086
Intergovernmental	-	115,389	-	573,955	689,344
Miscellaneous	5,369	-	-	-	5,369
Interest earnings	17,980	21,077	1,973	25	41,055
<i>Total Revenues</i>	393,779	136,466	13,059	573,980	1,117,284
EXPENDITURES					
Personal services	133,667	-	-	-	133,667
Materials and services	110,088	-	-	-	110,088
Debt service					
Principal	15,546	-	-	-	15,546
Interest	5,346	-	-	-	5,346
Capital outlay	28,486	71,621	-	566,227	666,334
<i>Total Expenditures</i>	293,133	71,621	-	566,227	930,981
CHANGE IN FUND BALANCE	100,646	64,845	13,059	7,753	186,303
FUND BALANCE, beginning of year	558,198	636,045	57,752	-	1,251,995
FUND BALANCE, end of year	\$ 658,844	\$ 700,890	\$ 70,811	\$ 7,753	\$ 1,438,298

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – WATER OPERATING FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Charges for services	\$ 383,600	\$ 383,600	\$ 370,430	\$ (13,170)
Miscellaneous	16,500	16,500	5,369	(11,131)
Interest earnings	2,200	2,200	17,980	15,780
<i>Total Revenues</i>	402,300	402,300	393,779	(8,521)
EXPENDITURES				
Water Operations				
Personal services	157,422	157,422	133,667	23,755
Materials and services	202,100	202,100	110,088	92,012
Capital outlay	470,000	470,000	28,486	441,514
Debt service				
Principal	15,546	15,546	15,546	-
Interest	5,346	5,346	5,346	-
Contingency	101,886	101,886	-	101,886
<i>Total Expenditures</i>	952,300	952,300	293,133	659,167
CHANGE IN FUND BALANCE	(550,000)	(550,000)	100,646	650,646
FUND BALANCE, beginning of year	550,000	550,000	558,198	8,198
FUND BALANCE, end of year	\$ -	\$ -	\$ 658,844	\$ 658,844

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – WATER RESERVE FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Intergovernmental	\$ 1,115,000	\$ 1,115,000	\$ 115,389	\$ (999,611)
Interest earnings	1,000	1,000	21,077	20,077
<i>Total Revenues</i>	1,116,000	1,116,000	136,466	(979,534)
EXPENDITURES				
Water Operations				
Capital outlay	1,752,000	1,752,000	71,621	1,680,379
CHANGE IN FUND BALANCE	(636,000)	(636,000)	64,845	700,845
FUND BALANCE, beginning of year	636,000	636,000	636,045	45
FUND BALANCE, end of year	\$ -	\$ -	\$ 700,890	\$ 700,890

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – WATER SDC FUND****YEAR ENDED JUNE 30, 2023**

	<i>Budget Amounts</i>		<i>Actual</i>	<i>Variance</i>
	<i>Original</i>	<i>Final</i>		
REVENUES				
Licenses and permits	\$ 44,344	\$ 44,344	\$ 11,086	\$ (33,258)
Interest earnings	300	300	1,973	1,673
<i>Total Revenues</i>	44,644	44,644	13,059	(31,585)
EXPENDITURES				
Water Operations				
Capital outlay	102,370	102,370	-	102,370
CHANGE IN FUND BALANCE	(57,726)	(57,726)	13,059	70,785
FUND BALANCE, beginning of year	57,726	57,726	57,752	26
FUND BALANCE, end of year	\$ -	\$ -	\$ 70,811	\$ 70,811

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – WATER STORAGE TANK/PUMP STATION FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Intergovernmental	\$ 2,215,000	\$ 2,215,000	\$ 573,955	\$ (1,641,045)
Interest earnings	-	-	25	25
<i>Total Revenues</i>	2,215,000	2,215,000	573,980	(1,641,020)
EXPENDITURES				
Water Operations				
Capital outlay	2,215,000	2,215,000	566,227	1,648,773
CHANGE IN FUND BALANCE	-	-	7,753	7,753
FUND BALANCE, beginning of year	-	-	-	-
FUND BALANCE, end of year	\$ -	\$ -	\$ 7,753	\$ 7,753

CITY OF AURORA, OREGON**COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES****(BUDGETARY BASIS) – SEWER OPERATIONS FUNDS****YEAR ENDED JUNE 30, 2023**

	<i>Sewer</i>	<i>Sewer Reserve</i>	<i>Sewer SDC</i>	<i>General Obligation Wastewater Bond</i>
REVENUES				
Taxes and assessments	\$ -	\$ -	\$ -	\$ 384,466
Charges for services	417,314	-	-	-
Licenses and permits	-	-	4,064	-
Intergovernmental	-	-	-	-
Interest earnings	18,027	2,453	2,425	7,557
<i>Total Revenues</i>	435,341	2,453	6,489	392,023
EXPENDITURES				
Personal services	149,061	-	-	-
Materials and services	110,065	-	-	-
Debt service				
Principal	-	-	-	355,000
Interest	-	-	-	28,350
Capital outlay	56,741	-	-	-
<i>Total Expenditures</i>	315,867	-	-	383,350
REVENUES OVER (UNDER) EXPENDITURES	119,474	2,453	6,489	8,673
OTHER FINANCING SOURCES (USES)				
Transfers in	-	50,000	-	-
Transfers out	(50,000)	-	-	-
<i>Total Other Financing Sources (Uses)</i>	(50,000)	50,000	-	-
CHANGE IN FUND BALANCE	69,474	52,453	6,489	8,673
FUND BALANCE, beginning of year	595,224	33,427	79,043	19,248
FUND BALANCE, end of year	\$ 664,698	\$ 85,880	\$ 85,532	\$ 27,921

<i>Wastewater Treatment Facility</i>	<i>Eliminations</i>	<i>Total</i>
\$ -	\$ -	\$ 384,466
-	-	417,314
-	-	4,064
57,730	-	57,730
-	-	30,462
57,730	-	894,036
-	-	149,061
-	-	110,065
-	-	355,000
-	-	28,350
47,170	-	103,911
47,170	-	746,387
10,560	-	147,649
-	(50,000)	-
-	50,000	-
-	-	-
10,560	-	147,649
-	-	726,942
\$ 10,560	\$ -	\$ 874,591

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – SEWER OPERATING FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Charges for services	\$ 411,000	\$ 411,000	\$ 417,314	\$ 6,314
Miscellaneous	250	250	-	(250)
Interest earnings	2,500	2,500	18,027	15,527
<i>Total Revenues</i>	413,750	413,750	435,341	21,591
EXPENDITURES				
Sewer Operations				
Personal services	174,705	174,705	149,061	25,644
Materials and services	237,400	237,400	110,065	127,335
Capital outlay	258,000	258,000	56,741	201,259
Contingency	278,645	278,645	-	278,645
<i>Total Expenditures</i>	948,750	948,750	315,867	632,883
REVENUES OVER (UNDER) EXPENDITURES	(535,000)	(535,000)	119,474	654,474
OTHER FINANCING SOURCES (USES)				
Transfers out	(50,000)	(50,000)	(50,000)	-
CHANGE IN FUND BALANCE	(585,000)	(585,000)	69,474	654,474
FUND BALANCE, beginning of year	585,000	585,000	595,224	10,224
FUND BALANCE, end of year	\$ -	\$ -	\$ 664,698	\$ 664,698

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – SEWER RESERVE FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Interest earnings	\$ 200	\$ 200	\$ 2,453	\$ 2,253
EXPENDITURES				
Sewer Operations				
Capital outlay	83,800	83,800	-	83,800
REVENUES OVER (UNDER) EXPENDITURES	(83,600)	(83,600)	2,453	86,053
OTHER FINANCING SOURCES (USES)				
Transfers in	50,000	50,000	50,000	-
CHANGE IN FUND BALANCE	(33,600)	(33,600)	52,453	86,053
FUND BALANCE, beginning of year	33,600	33,600	33,427	(173)
FUND BALANCE, end of year	\$ -	\$ -	\$ 85,880	\$ 85,880

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – SEWER SDC FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Licenses and permits	\$ 16,256	\$ 16,256	\$ 4,064	\$ (12,192)
Interest earnings	500	500	2,425	1,925
<i>Total Revenues</i>	16,756	16,756	6,489	(10,267)
EXPENDITURES				
Sewer Operations				
Capital outlay	95,769	95,769	-	95,769
CHANGE IN FUND BALANCE	(79,013)	(79,013)	6,489	85,502
FUND BALANCE, beginning of year	79,013	79,013	79,043	30
FUND BALANCE, end of year	\$ -	\$ -	\$ 85,532	\$ 85,532

CITY OF AURORA, OREGON

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
(BUDGETARY BASIS) – BUDGET AND ACTUAL – G.O. WASTE WATER BOND FUND
YEAR ENDED JUNE 30, 2023

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Taxes and assessments	\$ 373,450	\$ 373,450	\$ 384,466	\$ 11,016
Interest earnings	1,200	1,200	7,557	6,357
<i>Total Revenues</i>	374,650	374,650	392,023	17,373
EXPENDITURES				
Debt service				
Principal	355,000	355,000	355,000	-
Interest	28,350	28,350	28,350	-
<i>Total Expenditures</i>	383,350	383,350	383,350	-
CHANGE IN FUND BALANCE	(8,700)	(8,700)	8,673	17,373
FUND BALANCE, beginning of year	18,700	18,700	19,248	548
FUND BALANCE, end of year	\$ 10,000	\$ 10,000	\$ 27,921	\$ 17,921

CITY OF AURORA, OREGON**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE****(BUDGETARY BASIS) – BUDGET AND ACTUAL – WASTEWATER TREATMENT FACILITY FUND****YEAR ENDED JUNE 30, 2023**

	Budget Amounts		Actual	Variance
	Original	Final		
REVENUES				
Intergovernmental	\$ 3,422,000	\$ 3,422,000	\$ 57,730	\$ (3,364,270)
EXPENDITURES				
Sewer Operations				
Capital outlay	3,422,000	3,422,000	47,170	3,374,830
CHANGE IN FUND BALANCE	-	-	10,560	10,560
FUND BALANCE, beginning of year	-	-	-	-
FUND BALANCE, end of year	\$ -	\$ -	\$ 10,560	\$ 10,560

COMPLIANCE SECTION



GROVE, MUELLER & SWANK, P.C.

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INDEPENDENT AUDITOR'S REPORT REQUIRED BY OREGON STATE REGULATIONS

Honorable Mayor and Council Members
 City of Aurora
 21420 Main Street NE
 Aurora, Oregon 97002

We have audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Aurora, Oregon (the City) as of and for the year ended June 30, 2023, and have issued our report thereon dated November 2, 2023.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

- **Deposit of public funds with financial institutions (ORS Chapter 295).**
- **Indebtedness limitations, restrictions and repayment.**
- **Budgets legally required (ORS Chapter 294).**
- **Insurance and fidelity bonds in force or required by law.**
- **Programs funded from outside sources.**
- **Highway revenues used for public highways, roads, and streets.**
- **Authorized investment of surplus funds (ORS Chapter 294).**
- **Public contracts and purchasing (ORS Chapters 279A, 279B, 279C).**
- **Accountability for collecting or receiving money by elected officials - no money was collected or received by elected officials.**

In connection with our testing nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

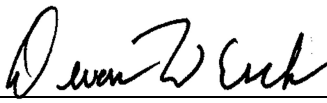
Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Restriction on Use

This report is intended solely for the information and use of the City Council and management of the City of Aurora, Oregon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

GROVE, MUELLER & SWANK, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

By: 

Devan W. Esch, A Shareholder
November 2, 2023

CURBSIDE EV CHARGING PILOT AGREEMENT

This CURBSIDE EV CHARGING PILOT AGREEMENT (the "Agreement") is effective as of XXXXX (the "Effective Date") by and between XXXXX ("Government Entity"), and Portland General Electric Company ("PGE"). PGE and Government Entity may individually be referred to herein as a "Party" and collectively as the "Parties."

WHEREAS, PGE plans to install electric vehicle chargers ("EV Chargers") on its curbside utility poles;

WHEREAS, Government Entity and PGE will work together to determine the location of the EV Chargers and create a designated parking spot in the right-of-way ("ROW") (the "Charging Site") to allow for electric vehicle charging per the terms of this Agreement.

NOW THEREFORE, in consideration of the above and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. PGE OBLIGATIONS.

- 1.1. PGE will bear all costs associated with the delivery, installation, maintenance, repair and commissioning of the EV Chargers. The EV Chargers will remain the sole property of PGE. PGE may at any time during the Term, and in its sole discretion, modify, upgrade, replace and/or remove all or a portion of the EV Chargers.
 - 1.1.1. In the event that PGE decides to remove an EV Charger from a Charging Site, the Parties may mutually agree to a replacement location for such EV Charger.
- 1.2. PGE will be responsible for all necessary repair and maintenance of the EV Chargers and any associated equipment and infrastructure (including underground equipment), including the cost associated therewith.
- 1.3. PGE and its designated contractor, employees, agent or representatives ("Representatives") make no representations or warranties and assume no liability regarding the quality, safety, design, sizing, installation, construction, reliability, functionality, efficiency, performance, operation, maintenance, or use, or other aspect of any EV Chargers installed pursuant to this Agreement and expressly disclaim any such representation or warranty. Uninterrupted service is not guaranteed, and PGE may interrupt service when necessary to ensure safety or to perform maintenance. PGE will use reasonable efforts to notify Government Entity in advance of interruptions to service.
- 1.4. Neither PGE nor its Representatives will be responsible for costs of corrections of conditions already existing at the Charging Site that fail to comply with applicable laws and regulations.
- 1.5. Government Entity acknowledges and agrees that PGE will not provide additional security at the Charging Site. PGE accepts all risk of loss to property associated with the EV Chargers and hereby releases all claims against Government Entity for any loss or damage to the EV Chargers.
- 1.6. PGE will be responsible for all electricity costs of the EV Chargers.

2. GOVERNMENT ENTITY OBLIGATION

- 2.1. Government Entity will assist in providing unrestricted and unobstructed access to the EV Chargers as is necessary for (i) charging of an electric vehicle twenty-four (24) hours a days and seven days a week, and (ii) inspection, maintenance and repair of the EV Chargers by PGE

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Notwithstanding the foregoing, access to the Charging Site may be prevented at times due to Government Entity-sponsored events or for emergency situations.

- 2.2. Government Entity will bear all costs associated with signage for the Charging Site, including signage that the space in the street abutting the Charging Station must be striped and signed as "EV Parking Only" and a posted sign noting the same.
- 2.3. Each party shall, at its option, have the right to publicly advertise the availability of the EV Chargers, including in print and electronic media; provided that Government Entity will take the lead on outreach and communication.

3. Usage Data.

- 3.1. Government Entity acknowledges that PGE will be collecting EV Chargers usage data, including but not limited to charge event information, such as when a charge event occurs, energy transferred during the charge event, duration of plug-in events, and duration of charging periods.
- 3.2. PGE shall provide Government Entity with aggregated, anonymized quarterly transactional data and a summary of statistical data regarding use of the EV Chargers. The quarterly transactional data will include charging unit type, charging time, transaction costs, and location information. The summary data will contain usage statistics such as charge sessions by hour, kilowatts consumed, number of charge events, and average charge times. PGE will also provide quarterly data about the status of all EV Chargers, incidents of vandalism, and interruptions of voltage. Government Entity may use and share the data in its sole discretion.

4. Fees.

- 4.1. EV Chargers users will be charged for their use of the EV Chargers via an on-line portal and software on the EV Chargers. Government Entity shall have no right to request or require payment from PGE, PGE customers, invitees or any other third-parties in connection with the EV Chargers.
- 4.2. No fees are due and owing (including franchise fees) to Government Entity from PGE for the Term of this Agreement.
- 4.3. Government Entity acknowledges and agrees that PGE will claim and own all Oregon Clean Fuel Program credits for the EV Chargers listed in this Agreement.

5. TERM.

- 5.1. This Agreement commences on the Effective Date and continues for six (6) years (the "Initial Term"). This Agreement will automatically renew on an annual basis for one-year periods (each such renewal a "Renewal Term") after the Initial Term and each Renewal Term unless either Party provides notice of its intent not to renew at least ninety (90) days prior to the expiration of the Term or Renewal Term. The Initial Term and all Renewal Terms are, collectively, the "Term."
- 5.2. Government Entity may terminate the Agreement by providing PGE with one hundred and eighty (180) days prior written notice of its intent to terminate. If Government Entity exercises its right to early termination, Government Entity agrees to pay PGE an early termination fee on or before such early termination date equal to the unamortized costs to construct the EV Chargers calculated as of the early termination date based on straight-line depreciation over a ten (10) year period.

- 5.3. Upon termination of this Agreement, PGE will remove the EV Chargers from the Charging Site at PGE's expense within ninety (90) days of termination provided that PGE shall not be required to remove and may abandon any underground equipment, cabling, or accessories associated with the EV Chargers. Government Entity is responsible for removing any signage and street markings.
- 5.4. In no event may Government Entity dispose of, remove or relocate any EV Chargers from their place of installation.
6. **NO PGE REPRESENTATIONS OR WARRANTIES.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, THE EV CHARGERS AND ALL ASSOCIATED SERVICES HEREUNDER ARE PROVIDED BY PGE AND ITS REPRESENTATIVES "AS IS" WITHOUT ANY WARRANTY OF ANY KIND. ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND POTENTIAL SAVINGS, ARE EXPRESSLY DISCLAIMED TO THE FULLEST EXTENT PERMISSIBLE UNDER APPLICABLE LAW.
7. **INDEMNIFICATION.** PGE agrees to defend, indemnify, and hold harmless Government Entity from and against any and all liability, claims, demands, expenses, costs, loss, damage, suit, action or legal proceeding of any kind or nature whatsoever, including appeals and attorneys' fees, sustained or incurred or arising out of or in connection with a third party claim based on PGE or its Representative's negligence or willful misconduct in connection with the performance of this Agreement. Notwithstanding the foregoing, PGE shall not be liable in respect of (and the foregoing indemnity shall not cover) any claim, damage, loss, liability, cost or expense to the extent the same resulted from the negligence, willful misconduct or strict liability of any person other than PGE or its Representatives.
8. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL EITHER PARTY, ITS PARENT, OFFICERS, DIRECTORS, PARTNERS, SHAREHOLDERS, EMPLOYEES OR AFFILIATES, OR ANY REPRESENTATIVES THEREOF, BE LIABLE TO THE OTHER PARTY FOR SPECIAL, INDIRECT, EXEMPLARY, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE WHATSOEVER CONNECTED WITH OR RESULTING FROM PERFORMANCE OR NON-PERFORMANCE OF OBLIGATIONS UNDER THE AGREEMENT, INCLUDING WITHOUT LIMITATION, DAMAGES OR CLAIMS IN THE NATURE OF LOST REVENUE, INCOME OR PROFITS, LOSS OF USE, OR COST OF CAPITAL, IRRESPECTIVE OF WHETHER SUCH DAMAGES ARE REASONABLY FORESEEABLE AND IRRESPECTIVE OF WHETHER SUCH CLAIMS ARE BASED UPON NEGLIGENCE, STRICT LIABILITY CONTRACT, OPERATION OF LAW OR OTHERWISE. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL CUMULATIVE LIABILITY OF PGE OR ITS REPRESENTATIVES TO ANY PARTY UNDER THIS AGREEMENT FOR ALL CLAIMS, LOSSES, DAMAGES AND EXPENSES, WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, SHALL BE LIMITED TO AN AMOUNT EQUAL TO FIVE THOUSAND HUNDRED DOLLARS (US\$5000.00).
9. **ASSIGNMENT.** This Agreement shall be binding upon the Parties together with their successors and permitted assigns.
10. **INSURANCE.**
- 10.1. Prior to commencement of the Term, PGE shall provide to Government Entity proof of, and continuously maintain during the Term comprehensive commercial general liability insurance written on the current ISO occurrence form (or a substitute form providing

equivalent coverage) and must cover claims for personal injury, death, or property damage arising from the use, occupancy, disuse or condition of the Charging Site, EV Chargers or adjoining areas or ways, or from any other cause with a minimum combined single limit of two millions dollars (\$2,000,000) to cover any claim or liability which may result from any obligation of PGE pursuant to or in any way associated with this Agreement. In addition, PGE and its Representatives shall maintain workers' compensation insurance in compliance with the laws of the State of Oregon.

10.2. PGE does not represent that coverage and limits required herein will be adequate to protect Government Entity. Government Entity remains responsible for any liability not paid by insurance.

11. **NOTICE.** All notices required under this Agreement shall be deemed properly served if hand delivered (including by reputable overnight courier) or sent by certified mail, return receipt requested, or overnight express mail delivery with signed receipt of delivery, to the last address previously furnished by the Parties hereto. Until hereafter changed by the Parties by notice in writing, notices shall be sent to the Parties at the addresses set forth below:

PGE:	Portland General Electric Company 121 SW Salmon St., 1WTC13 Portland, OR 97204 Attention: Legal Department
Government Entity:	

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If sent by certified mail, the notice shall be deemed received three (3) days after the date such notice is deposited in a post office of the United States Postal Service, postage prepaid, return receipt requested, certified mail. If delivered by hand, the notice shall be deemed received as of the date of delivery or refusal of delivery. If delivered by overnight mail, notice will be deemed received on the next business day (Monday through Friday, excluding holidays observed by the Postal Service).

12. **MISCELLANEOUS.** The Agreement, including all attachments, constitutes the entire agreement between Government Entity and PGE and may only be amended in writing signed by each of the Parties. If any of its provisions shall be held invalid or unenforceable, this Agreement shall be construed as if not containing those provisions and the rights and obligations of the Parties hereto shall be construed and enforced accordingly. Each Party shall be responsible for its Representatives' compliance with the Agreement. The failure to enforce any terms of this Agreement will not constitute a waiver. The provisions of this Agreement regarding Indemnification and Limitation of Liability will survive the termination or expiration of this Agreement.

13. **FORCE MAJEURE.** The Parties to this Agreement shall be excused from any failure or delay in the performance of their obligations if such obligations are prevented from being fulfilled due to Force Majeure. A Party unable to fulfill any obligation hereunder (other than an obligation to pay money when due) by reason of Force Majeure, shall give notice and the full particulars of such Force Majeure to the other Party in writing or by telephone as soon as reasonably possible after the occurrence of the cause relied upon. A "Force Majeure" shall include any unforeseen act, event, or

occurrence beyond the Party's reasonable control, which the Party, despite its best efforts, is unable to prevent, avoid, overcome, delay or mitigate, including but not limited to: floods, epidemics, earthquakes, quarantine, blockade, war, insurrection or civil strife or terrorism.

- 14. **BROKERS.** Government Entity and PGE represent to each other that each has dealt with no broker and each hereby agrees to indemnify and hold the other harmless from any claims for any such commissions or fees.
- 15. **RELATIONSHIP OF PARTIES.** This Agreement shall not be construed as creating a partnership, joint venture, agency relationship, franchise or association, nor shall this Agreement render PGE and Government Entity liable as partners, co-venturers or principals.
- 16. **GOVERNING LAW; ACTIONS.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Oregon excluding any conflicts of laws principles that would result in this Agreement being interpreted in accordance with any different law. Venue for any lawsuit arising out of or in connection with this Agreement shall be exclusively in the state or federal courts of the Charging Site. This Agreement is intended for the benefit of the Parties herein only and does not grant any rights to any third parties unless otherwise specifically stated herein.

IN WITNESS WHEREOF, and intending to be legally bound, the Parties have duly executed this Agreement by their authorized representatives as of the Effective Date.

Government Entity:	
Signature:	
Date:	

PGE:	Portland General Electric Company
Signature:	
Date:	

Municipal Charging Collaboration- AURORA

Anik Shrestha
October 2023



What is the Municipal Charging Collaboration?



PGE wants to collaborate with municipalities on equitable access to public Level 2 charging infrastructure in underserved communities. To do this, PGE will deploy electric chargers on existing power poles as the first step in building electric car charging infrastructure. Next steps include free-standing curbside charging in public right of ways and private property charging stations.



By installing utility pole chargers in neighborhoods on public streets, we are increasing access to chargers to underserved communities, helping promote electricity as a viable fuel for all and increasing the likelihood of more customers purchasing electric vehicles. In turn, more EVs on the road helps Oregon and its municipalities decarbonize their transportation sectors.

Problems we're trying to solve?

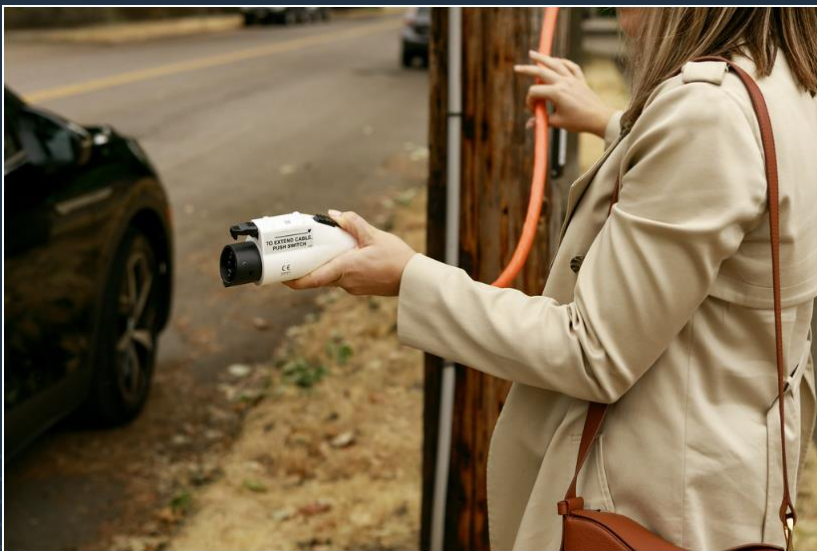
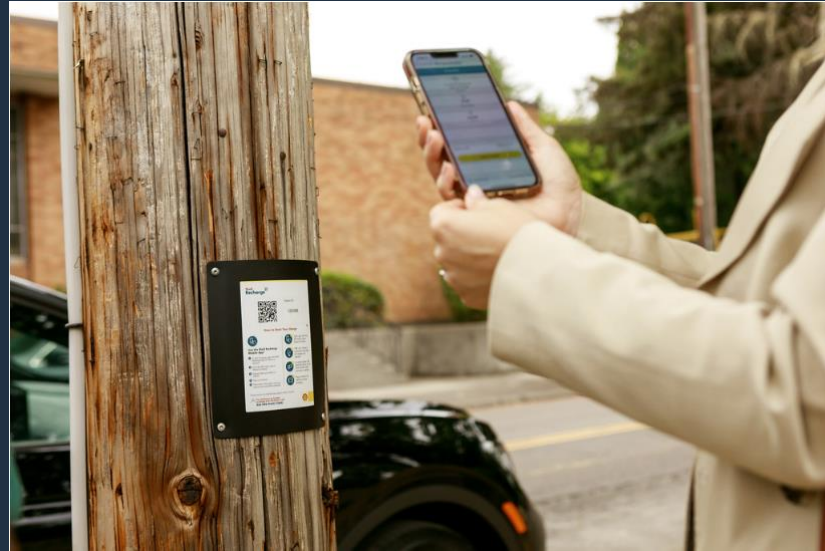
Reliable access to public charging infrastructure close to their residence

In PGE's survey of renters, we asked how likely would you consider an EV if you had access to a pole charger in or near your neighborhood:

- 44% of MFH residents and 32% of single-family housing residents responded that they were more likely to consider an EV if they had access to a pole charger
- Of customers who said they had **no access to off-street parking**, those numbers increased to 55% & 48% respectively

What is a "Pole Charger"?

[Link to video](#)



PGE's Commitment

As part of the program, PGE commits to:

- **Site Selection:** PGE will work with municipalities to select locations that best provide charging to underserved communities at the lowest cost.
- **Equipment Selection:** PGE has selected tested equipment that has been tested and installed in other states for over 10 years. These chargers are easy to install, use and maintain and have been approved by the OPUC for use.
- **Design and Engineering:** PGE will design and engineer sites to ensure each site conforms with all applicable codes, regulations, and standards.
- **Permitting and Installation:** PGE will permit and install all chargers to meet all applicable codes, regulations, and standards set forth by the authority having jurisdiction, **at no cost to the municipality.**
- **Operations and Maintenance:** PGE will operate and maintain all charging infrastructure for the duration of the program. Operations and maintenance tasks include remote monitoring, testing and inspection, routine, maintenance, and emergency repair as well as customer service.

Municipalities Responsibilities



A Signed Agreement

PGE asks for the Municipality for a written approval for PGE to install EVSE on identified public property, with mutually agreed upon terms between PGE and the Municipality.



Permits, Signage & Striping

PGE asks that the municipality helps with correct and expedited permits for different applications of installations. PGE also asks the municipality to install appropriate signage and striping at each location. PGE will provide guidance on best practices in this arena.



Location Assistance

Municipalities know their areas best, so PGE asks that the municipalities help in offering the best places to look for to install chargers and reach underserved communities.



Outreach

You know your constituents best, so PGE asks that municipalities conduct outreach around charging locations. This can come in the form of mailers, social media blasts, town halls, etc. PGE will provide marketing materials, social media templates and technical assistance to municipalities to use.



Communication

PGE asks that municipalities **notify PGE of vandalism, questions, or concerns they receive around EVSE installed under this program.**

How the collaboration flows:

- Municipality expresses interest in program
- Municipality signs agreement
- Municipality can offer target neighborhoods or areas
- PGE conducts preliminary assessment of viable locations
- PGE shares viable locations with municipality
- Municipality conducts community outreach with PGE support
- Municipality and PGE agree upon final locations
- Project proceeds through permitting, building and energizing
- Municipality marks off an "EV parking only" space and appropriate signage at each location
- Chargers go online, EV drivers use service
- PGE maintains pole charging, exploring options for pedestal charging in locations with demand where poles are not available



Questions to think about:

- Who and where in your area would you benefit most from this program?
- Who are the key players in your organization who can help implement this project?
- What is the process in this Muni for making this happen? (committees, council, permits, etc.)
- How can this program help you meet your climate goals?

Location Selection

Outside of recommendations from cities, PGE looks at areas that meet HB2165 underserved communities' definition and are nearby:

- Residents of rental housing
- Residents of multifamily housing
- BIPOC communities
- Communities experiencing lower income (less than or equal to 120% of state median income)
- Communities adversely harmed by environmental and health hazards
- Tribal communities
- Rural communities
- Frontier communities
- Coastal communities

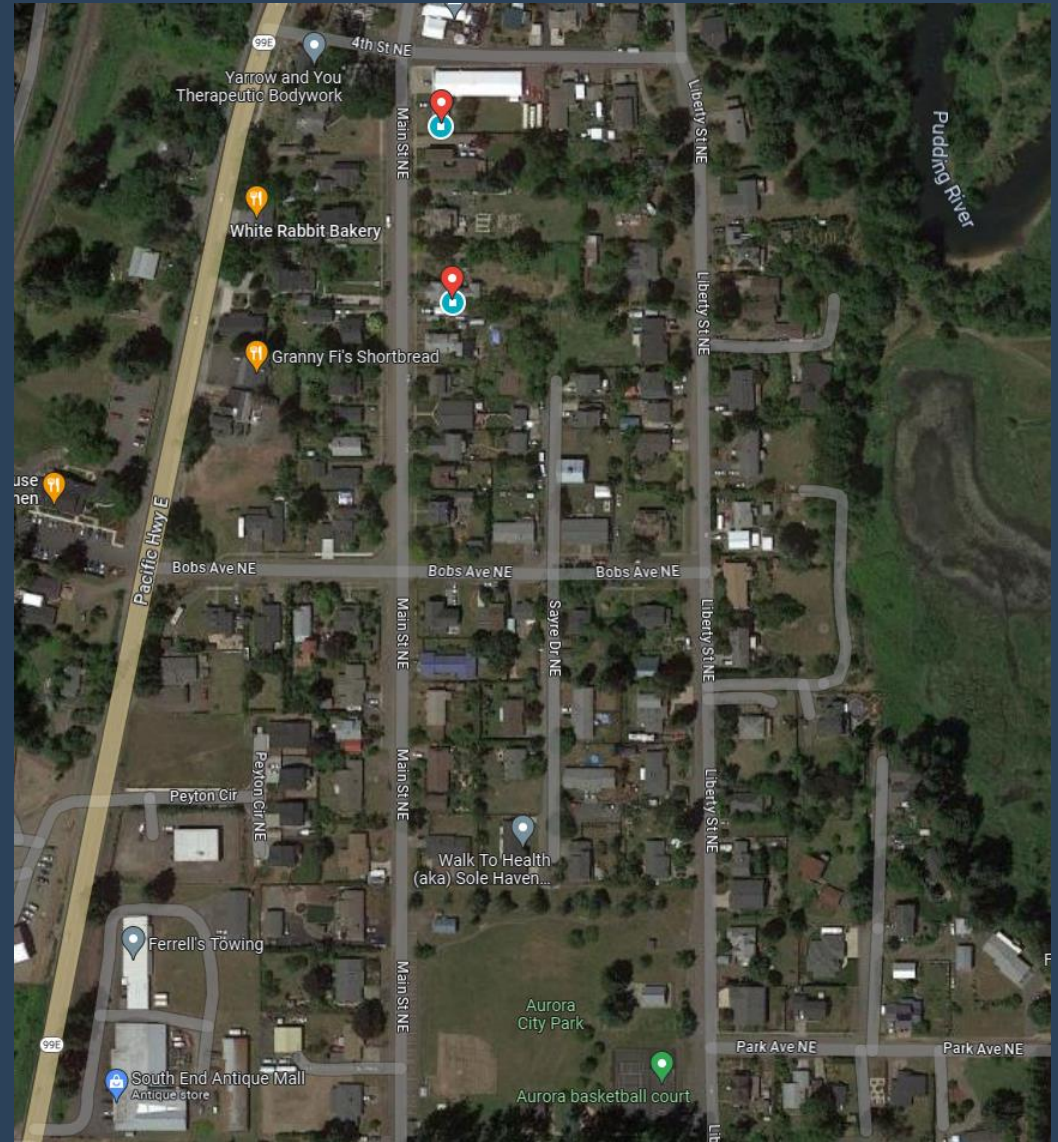
In addition, PGE looks at additional environmental justice initiatives

- PM25 particulate matter in the Air
- Average Traffic
- Air Toxin

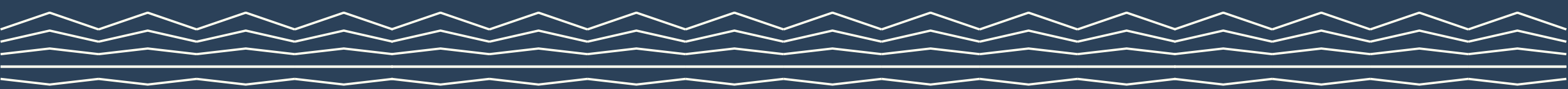
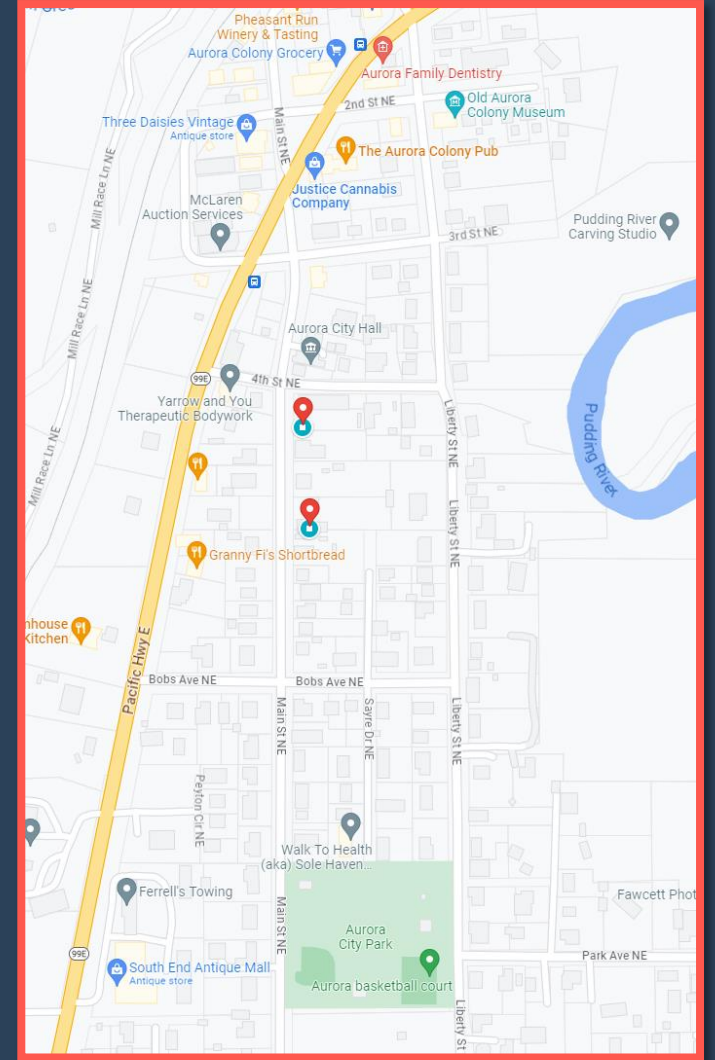
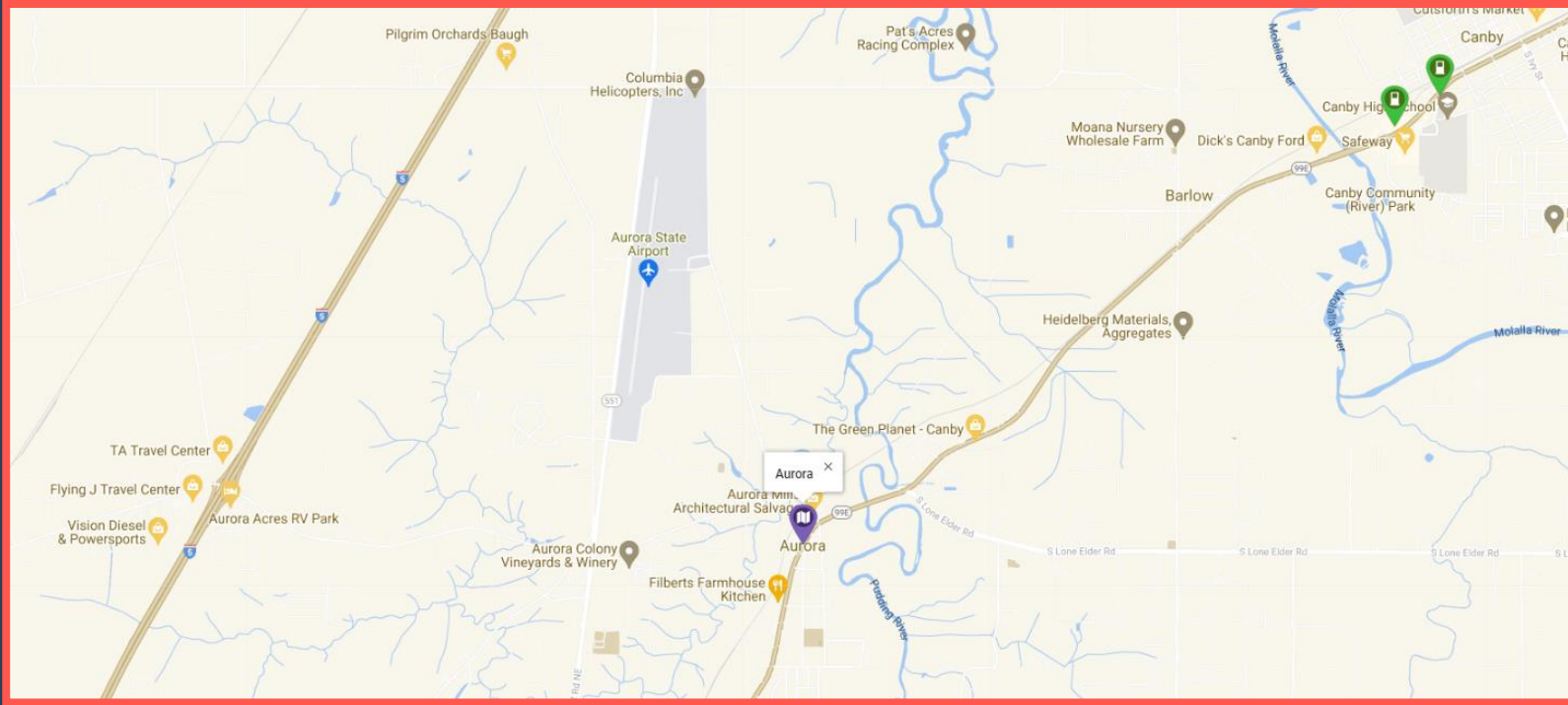


Poles we've found in Aurora

Poles	Location	Reasoning
C4113B 1862	21350 Main St NE	Near Aurora City park, Near fire station, down the street from City Hall.
C4113B 1865	21380 Main St NE	Near Aurora City park, Near fire station, down the street from City Hall.

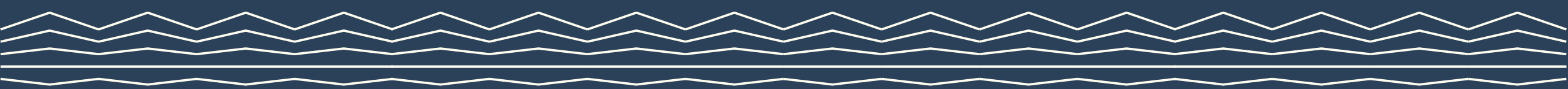


Comparing current plug locations



Street view

Poles	Location	Reasoning
C4113B 1862	21350 Main St NE	Near Aurora City park, Near fire station, down the street from City Hall.
C4113B 1865	21380 Main St NE	Near Aurora City park, Near fire station, down the street from City Hall.



EXPECTED OUTCOMES

Increased awareness of chargers

Increased EV purchase/lease consideration in community

Increased availability of chargers in underserved communities

Help municipalities reach their climate goals

Increased Utilization of chargers



PEACE OF MIND

- Provides EV charging customers can rely on



CLEAN EMPOWERMENT

- Offers the ability to own/lease an EV
- Helps municipality and community create a clean energy future



INTEGRATED ENERGY SOLUTIONS

- This is an innovative solution to meet charging needs



EXTRAORDINARY EXPERIENCES

- Provides excellent customer service
- Cares about all charging needs
- Are always there when needed



COMMUNITY VALUE

- Provides a service and solution that address the unique needs of everyone in community

Appendix



Pole selection

- Proximity of the pole in the right-of-way (ROW) to the parking spot
- Proximity to an ADA ramp (corner or a driveway)
- Proximity to the curb (far enough for doors not to hit)
- Age of the pole (utility preference for poles installed after 1980)
- Size and height of the utility pole
- Transformer location on the pole;
- Climbing space and presence of other devices on the pole to ensure crews can safely work on the pole
- Parking availability near the utility pole (single spot);
- Presence of risers on the pole
- Proximity of other objects to the pole (e.g., trees, mailboxes, etc.)
- Type of pole (Transmission vs. Distribution)
- Pole Material
- Transformer Capacity



Siting

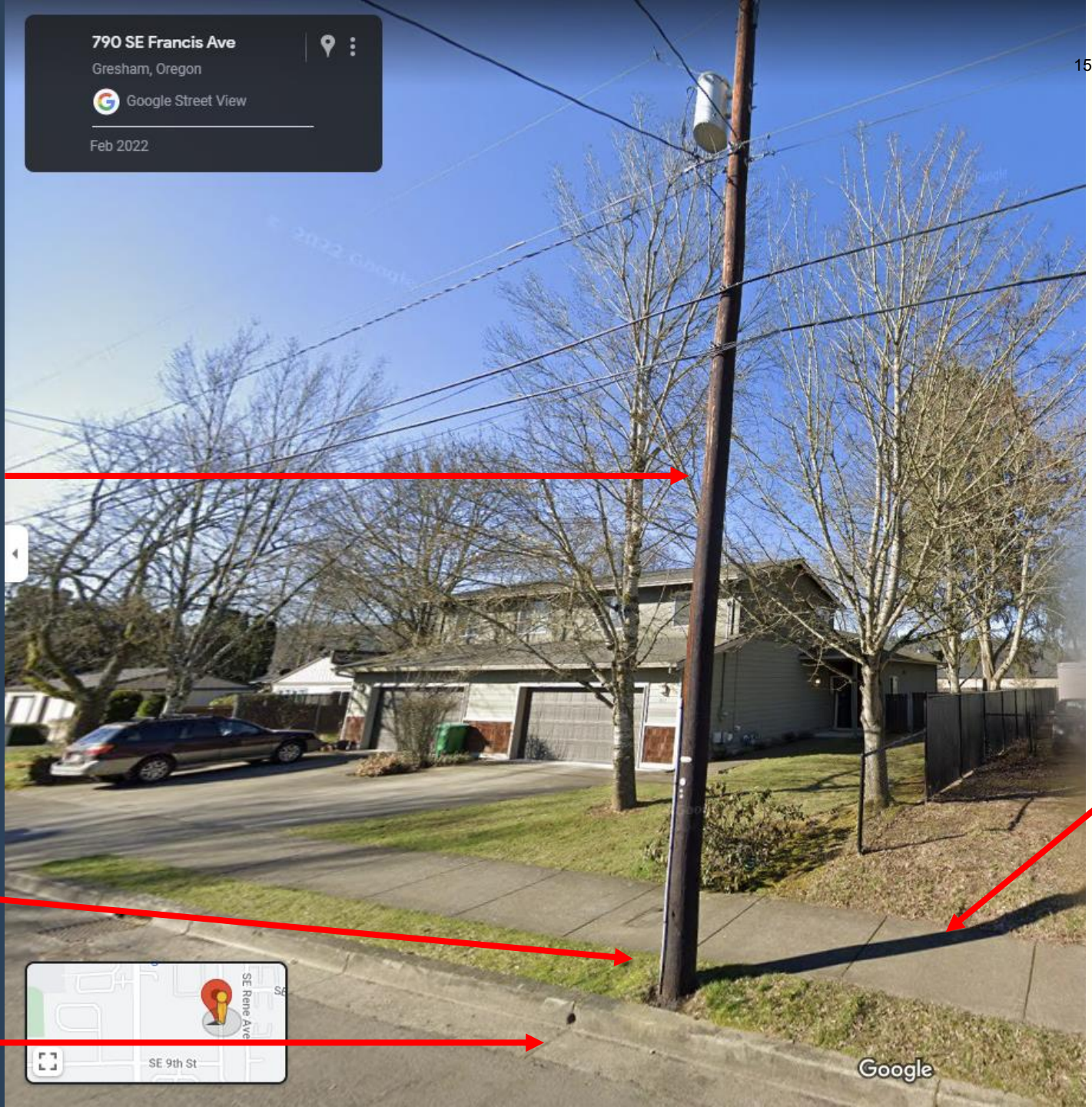
PGE's data science team developed an algorithm to look at viable poles within locations that meet underserved communities definition as determined by HB2165.

Algorithm uses pole attributes, census information, customer demographics information and environmental justice measures to determine the best poles in a municipality. Our program team then looks at each individual pole to determine if it is viable. We forward viable poles onto municipalities for their approval.

What makes a good pole?

The list we receive from Data Science has poles that are the correct height.

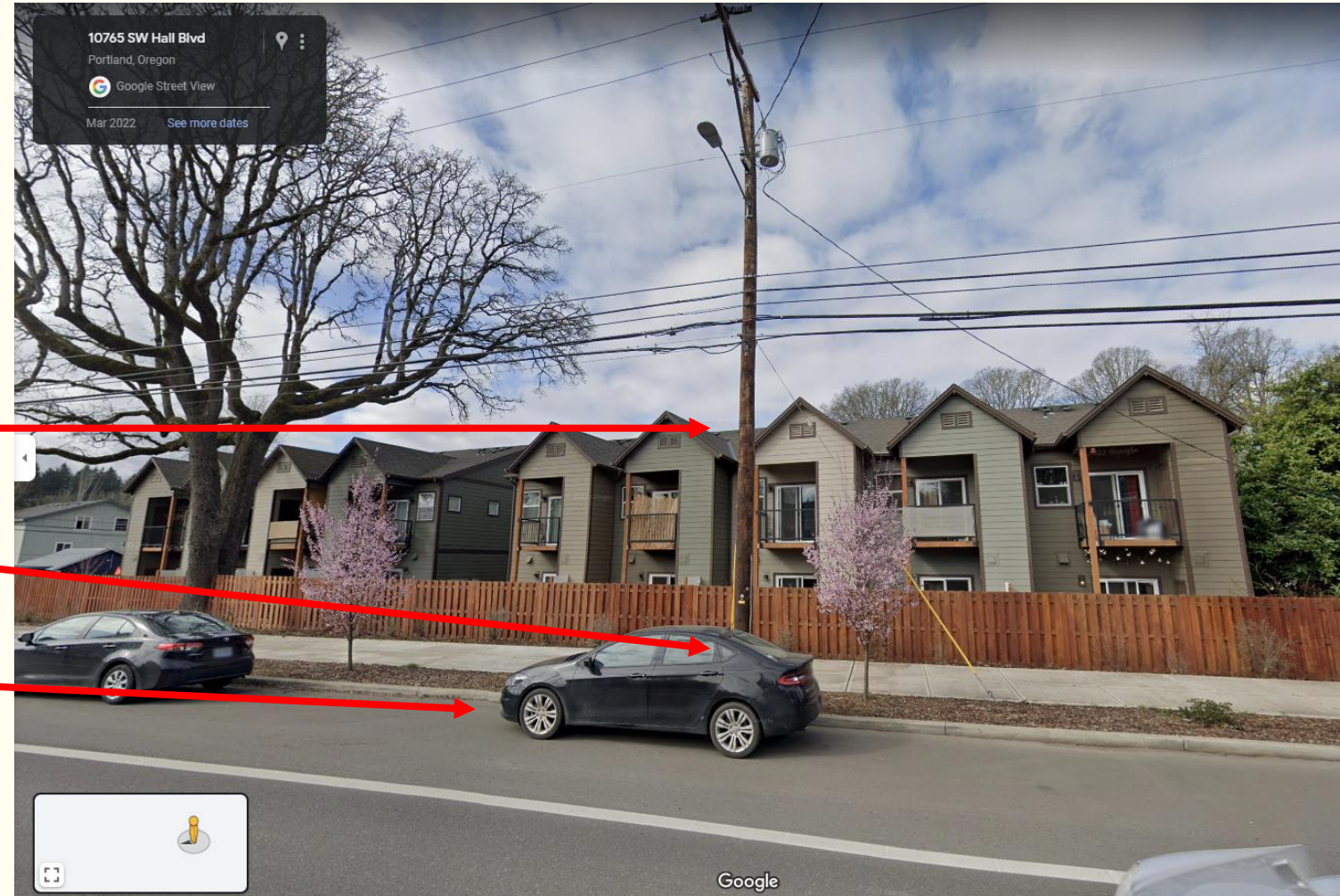
- Lack of risers on the pole or other equipment boxes
- We need to look at where it is in the right-of-way
- Is there parking nearby? Street parking only, no gravel lots



- On this side of the sidewalk (if present)

Another good Pole Example

- Lack of risers on the pole or other equipment boxes
- On right side of sidewalk
- Designated off-street parking



Bad Pole Example:

- Too much going on

- This isn't off-street parking

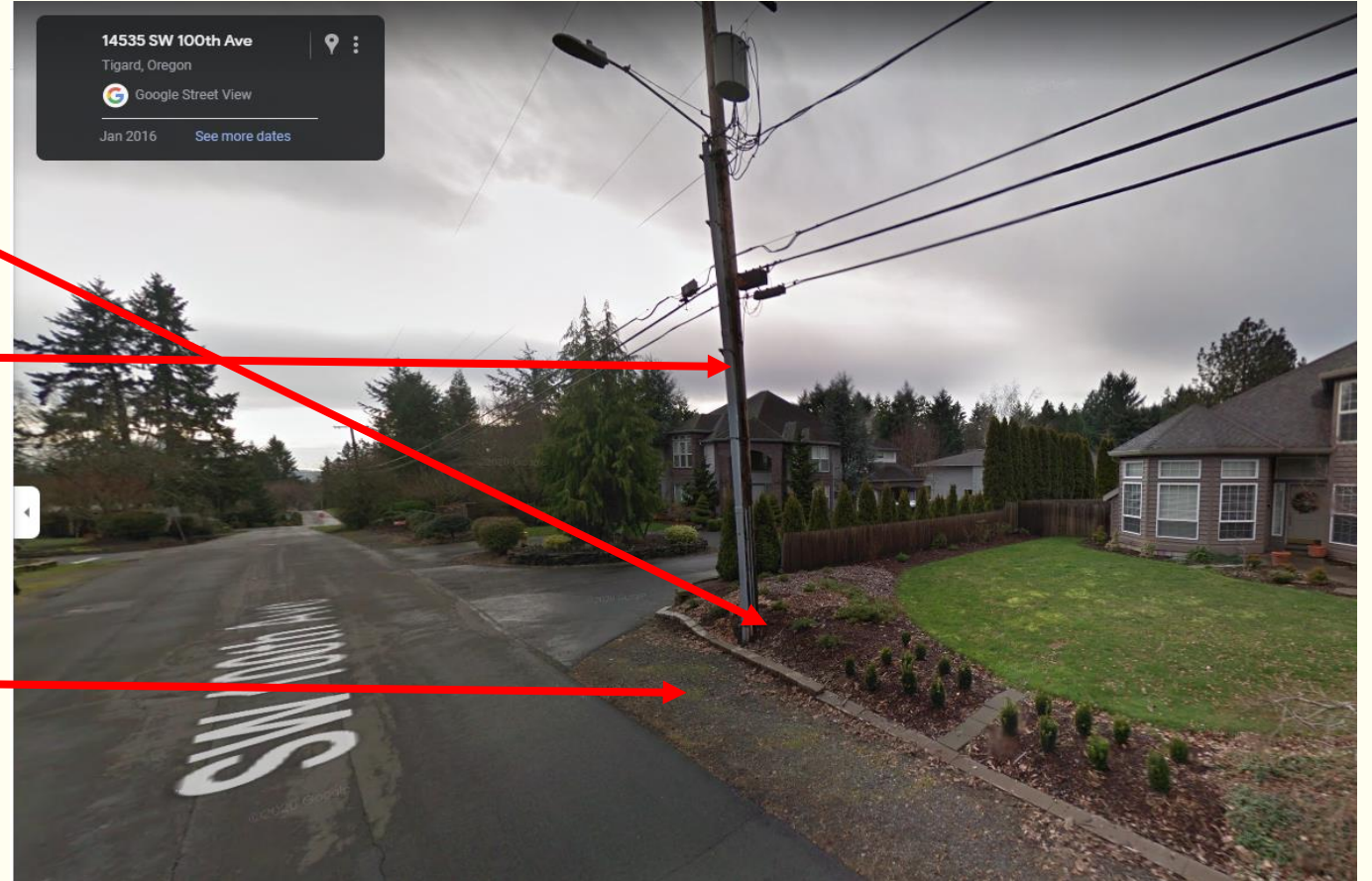


Another bad pole example

- Someone's yard

- Too much going on

- Unpaved parking



MUNICIPAL OUTREACH & COMMUNICATIONS

Each municipality will be different on what they can do.

Baseline for Municipalities:

- Email/Social media blasts
- Postcard/mailers
- Press releases/newsletters

Above and beyond:

- Public sessions (townhalls etc.)
- Community events
- Door to door outreach

Neighborhood EV Charging



Ever wondered if an electric vehicle charger could be installed on those utility poles in the neighborhood? Well, that's exactly what PGE is doing!

As part of their ongoing efforts to make EV charging more accessible, PGE is installing chargers on utility poles at a few locations in Milwaukie.

- SE 28th Avenue, between Harrison and Monroe Streets (2 chargers)
- SE 29th Avenue, between Monroe and Washington Streets
- Intersection of SE Washington Street and 25th Avenue

As more and more people turn to electric vehicles, PGE realized not everyone has access to a garage or driveway, or can afford the expense of installing their own charger. That's why they're partnering with Milwaukie and other cities throughout their service territory to install charging stations on their existing utility poles to make it easier than ever before to go electric and drive Oregon's clean energy future.

For more information about electric vehicles and PGE's neighborhood EV charging program, visit portlandgeneral.com/milwaukiechargers. For questions, please email neighborhoodcharging@portlandgeneral.com.

HOME » PGE & Milwaukie Partner To Expand Electric Vehicle Charging

PGE & Milwaukie Partner to Expand Electric Vehicle Charging



Portland General Electric (PGE) and the City of Milwaukie recently announced plans to partner on the addition of a new Electric Avenue charging hub in the heart of downtown by the end of this year.

The new charging hub is part of PGE's Transportation Electrification plan that is designed to advance Oregon's transition to a clean energy future with new electric transportation options for car owners and mass transit riders.

Grant helps install EV charging stations in Gresham | Good Energy



Portland General Electric's 'Drive Change' fund is helping the city of Gresham get 16 new electric vehicle charging stations for the public. Chris McGinness reports.

Old Business



AURORA RESIDENTS A Festive \$25 Aurora Bucks Reward is Awaiting You!

This holiday season, the City of Aurora presents a golden opportunity: take our 2-minute communications survey and earn a \$25 Aurora Bucks voucher! By sharing your thoughts through this survey, you'll play an important role in shaping how we connect with you. As a token of our appreciation, we'll send you a \$25 Aurora Bucks voucher to brighten your holiday shopping.

- **Open to all residents receiving Aurora utility service (One voucher per address)**
- **Support local businesses with your Aurora Bucks**
- **You'll receive your Aurora Bucks in time for holiday shopping after the survey closes**

**SURVEY ENDS
NOVEMBER 15**

Aurora thrives when every voice is heard; thank you for sharing yours!



www.bit.ly/AuroraBucks

**CITY OF AURORA
PROFESSIONAL SERVICES AGREEMENT
FOR ECONOMIC OPPORTUNITIES ANALYSIS**

This Professional Services Agreement for Economic Opportunities Analysis (“Agreement”) for the Aurora EOA Project (“Project”) is made and entered into on this 14th day of November, 2023 (“Effective Date”) by and between the City of Aurora, a municipal corporation of the State of Oregon (“City”), and Johnson Economics, LLC, an Oregon limited liability company (“Consultant”).

RECITALS

WHEREAS, the City requires services which Consultant is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, Consultant represents that Consultant is qualified to perform the services described herein on the basis of specialized experience and technical expertise; and

WHEREAS, Consultant is prepared to provide such services as the City does hereinafter require.

NOW, THEREFORE, in consideration of these mutual promises and the terms and conditions set forth herein, the parties agree as follows:

AGREEMENT

Section 1. Scope of Work

Consultant shall diligently perform the EOA according to the requirements identified in the Scope of Work for the Project, attached hereto as Exhibit A and incorporated by reference herein (the “Services”).

Section 2. Term

The term of this Agreement shall be from the Effective Date until all Services required to be performed hereunder are completed and accepted, or no later than December 31, 2024, whichever occurs first, unless earlier terminated in accordance herewith or an extension of time is agreed to, in writing, by the City.

Section 3. Consultant’s Services

3.1. All written documents, drawings, and plans submitted by Consultant in conjunction with the Services shall bear the signature, stamp, or initials of Consultant’s authorized Project Liaison. Any documents submitted by Consultant that do not bear the signature, stamp, or initials of Consultant’s authorized Project Liaison, will not be relied upon by the City. Interpretation of plans and answers to questions regarding the Services or Scope of Work given by Consultant’s Project Liaison may be

verbal or in writing, and may be relied upon by the City, whether given verbally or in writing. If requested by the City to be in writing, Consultant's Project Liaison will provide such written documentation.

3.2. Consultant will not be deemed to be in default by reason of delays in performance due to circumstances beyond Consultant's reasonable control, including but not limited to strikes, lockouts, severe acts of nature, or other unavoidable delays or acts of third parties not under Consultant's direction and control ("Force Majeure"). In the case of the happening of any Force Majeure event, the time for completion of the Services will be extended accordingly and proportionately by the City, in writing. Lack of labor, supplies, materials, or the cost of any of the foregoing shall not be deemed a Force Majeure event.

3.3. The existence of this Agreement between the City and Consultant shall not be construed as the City's promise or assurance that Consultant will be retained for future services beyond the Scope of Work described herein.

3.4. Consultant shall maintain the confidentiality of any confidential information that is exempt from disclosure under state or federal law to which Consultant may have access by reason of this Agreement. Consultant warrants that Consultant's employees assigned to the Services provided in this Agreement shall be clearly instructed to maintain this confidentiality. All agreements with respect to confidentiality shall survive the termination or expiration of this Agreement.

Section 4. Compensation

4.1. Except as otherwise set forth in this Section 4, the City agrees to pay the Consultant Thirty-Nine Thousand and Six Hundred dollars (\$39,600.00), for performance of the Services ("Compensation Amount"). Any compensation in excess of the Compensation Amount will require an express written Addendum to be executed between the City and Consultant. Consultant's Rate Schedule is set forth in Exhibit B, attached hereto and incorporated by reference herein.

4.2 During the course of Consultant's performance, if the City, through its Project Liaison, specifically requests Consultant to provide additional services that are beyond the Scope of Work described on Exhibit A, Consultant shall provide such additional services and bill the City at the hourly rates outlined on Consultant's Rate Schedule, as set forth in Exhibit B. Any Additional work beyond the Scope of Work, or any compensation above the amount shown in Subsection 4.1, requires a written Addendum executed in compliance with the provisions of Section 17.

4.3. Except for amounts withheld by the City pursuant to this Agreement, Consultant will be paid for Services for which an itemized invoice is received by the City within thirty (30) days of receipt, unless the City disputes such invoice. In that instance, the undisputed portion of the invoice will be paid by the City within the above timeframe. The City will set forth its reasons for the disputed claim amount and make good faith efforts to resolve the invoice dispute with Consultant as promptly as is reasonably possible.

4.4. The City will be responsible for the direct payment of required fees payable to governmental agencies, including but not limited to plan checking, land use, zoning, permitting, and all other similar fees resulting from this Project, that are not specifically covered by Exhibit A.

4.5. Consultant's Compensation Amount and Rate Schedule are all inclusive and include, but are not limited to, all work-related costs, expenses, salaries or wages, plus fringe benefits and contributions, including payroll taxes, workers compensation insurance, liability insurance, profit, pension benefits and similar contributions and benefits, technology and/or software charges, licensing, trademark, and/or copyright costs, office expenses, travel expenses, mileage, and all other indirect and overhead charges, including, but not limited to, the recently enacted Oregon Corporate Activity Tax (CAT).

Section 5. City's Rights and Responsibilities

5.1. The City will designate a Project Liaison to facilitate day-to-day communication between Consultant and the City, including timely receipt and processing of invoices, requests for information, and general coordination of City staff to support the Project.

5.2. Award of this contract is subject to budget appropriation. Funds are approved for Fiscal Year 2023-24. If not completed within this fiscal year, funds may not be appropriated for the next fiscal year. The City also reserves the right to terminate this contract early, as described in Section 15.

Section 6. City's Project Liaison

The City's Project Liaison is Joseph Schaefer. The City shall give Consultant prompt written notice of any re-designation of its Project Liaison.

Section 7. Consultant's Project Liaison

Consultant's Project Liaison is Jerald Johnson. In the event that Consultant's designated Project Liaison is changed, Consultant shall give the City prompt written notification of such re-designation. Recognizing the need for consistency and knowledge in the administration of the Project, Consultant's Project Liaison will not be changed without the written consent of the City, which consent shall not be unreasonably withheld. In the event the City receives any communication from Consultant that is not from Consultant's designated Project Liaison, the City may request verification by Consultant's Project Liaison, which verification must be promptly furnished.

Section 8. Project Information

Except for confidential information designated by the City as information not to be shared, Consultant agrees to share Project information with, and to fully cooperate with, those corporations, firms, contractors, public utilities, governmental entities, and persons involved in or associated with the Project. No information, news, or press releases related to the Project, whether made to representatives of newspapers, magazines, or television and radio stations, shall be made without the written authorization of the City's Project Liaison.

Section 9. Duty to Inform

If at any time during the performance of this Agreement or any future phase of this Agreement for which Consultant has been retained, Consultant becomes aware of actual or potential problems, faults,

or defects in the Project or Scope of Work, or any portion thereof; or of any nonconformance with federal, state, or local laws, rules, or regulations; or if Consultant has any objection to any decision or order made by the City with respect to such laws, rules, or regulations, Consultant shall give prompt written notice thereof to the City's Project Liaison. Any delay or failure on the part of the City to provide a written response to Consultant shall neither constitute agreement with nor acquiescence to Consultant's statement or claim, nor constitute a waiver of any of the City's rights.

Section 10. Subcontractors and Assignments

10.1. Unless expressly authorized in Exhibit A or Section 11 of this Agreement, Consultant shall not subcontract with others for any of the Services prescribed herein. Consultant shall not assign any of Consultant's rights acquired hereunder without obtaining prior written approval from the City, which approval may be granted or denied in the City's sole discretion. Some Services may be performed by persons other than Consultant, provided Consultant advises the City of the names of such subcontractors and the work which they intend to perform, and the City specifically agrees in writing to such subcontracting. Consultant acknowledges such work will be provided to the City pursuant to subcontract(s) between Consultant and subcontractor(s) and no privity of contract exists between the City and the subcontractor(s). Unless otherwise specifically provided by this Agreement, the City incurs no liability to third persons for payment of any compensation provided herein to Consultant. Any attempted assignment of this Agreement without the written consent of the City shall be void. Except as otherwise specifically agreed, all costs for work performed by others on behalf of Consultant shall not be subject to additional reimbursement by the City.

10.2. The City shall have the right to enter into other agreements for the Project, to be coordinated with this Agreement. Consultant shall cooperate with the City and other firms, engineers or subcontractors on the Project so that all portions of the Project may be completed in the least possible time and within normal working hours.

10.3. Consultant shall include this Agreement by reference in any subcontract and require subcontractors to perform in strict compliance with this Agreement.

Section 11. Consultant Is Independent Contractor

11.1. Consultant is an independent contractor for all purposes and shall be entitled to no compensation other than the Compensation Amount provided for under Section 4 of this Agreement. Consultant will be solely responsible for determining the manner and means of accomplishing the end result of Consultant's Services. The City does not have the right to control or interfere with the manner or method of accomplishing said Services. The City, however, will have the right to specify and control the results of Consultant's Services so such Services meet the requirements of the Project.

11.2. Consultant may request that some consulting services be performed on the Project by persons or firms other than Consultant, through a subcontract with Consultant. Consultant acknowledges that if such services are provided to the City pursuant to subcontract(s) between Consultant and those who provide such services, Consultant may not utilize any subcontractor(s), or in any way assign its responsibility under this Agreement, without first obtaining the express written consent of the City, which consent may be given or denied in the City's sole discretion. In all cases, processing and payment of billings from subcontractors is solely the responsibility of Consultant.

11.3. Consultant shall be responsible for, and defend, indemnify, and hold the City harmless against, any liability, cost, or damage arising out of Consultant's use of such subcontractor(s) and subcontractor's negligent acts, errors, or omissions. Unless otherwise agreed to, in writing, by the City, Consultant shall require that all of Consultant's subcontractors also comply with, and be subject to, the provisions of this Section 11 and meet the same insurance requirements of Consultant under this Agreement.

Section 12. Consultant Responsibilities

12.1. Consultant must make prompt payment for any claims for labor, materials, or services furnished to Consultant by any person in connection with this Agreement as such claims become due. Consultant shall not permit any liens or claims to be filed or prosecuted against the City on account of any labor or material furnished to or on behalf of Consultant. If Consultant fails, neglects, or refuses to make prompt payment of any such claim, the City may, but shall not be obligated to, pay such claim to the person furnishing the labor, materials, or services and offset the amount of the payment against funds due or to become due to Consultant under this Agreement. The City may also recover any such amounts directly from Consultant.

12.2. Consultant must comply with all applicable Oregon and federal wage and hour laws, including BOLI wage requirements, if applicable. Consultant shall make all required workers compensation and medical care payments on time. Consultant shall be fully responsible for payment of all employee withholdings required by law, including but not limited to taxes, including payroll, income, Social Security (FICA), and Medicaid. Consultant shall also be fully responsible for payment of salaries, benefits, taxes, Industrial Accident Fund contributions, and all other charges on account of any employees. Consultant shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167. All costs incident to the hiring of assistants or employees shall be Consultant's responsibility. Consultant shall defend, indemnify, and hold the City harmless from claims for payment of all such expenses.

12.3. No person shall be discriminated against by Consultant or any subcontractor in the performance of this Agreement on the basis of sex, gender, race, color, creed, religion, marital status, age, disability, sexual orientation, gender identity, or national origin. Any violation of this provision shall be grounds for cancellation, termination, or suspension of the Agreement, in whole or in part, by the City. References to "subcontractor" mean a subcontractor at any tier.

Section 13. Indemnity

13.1. Indemnification. Consultant acknowledges responsibility for liability arising out of the performance of this Agreement, and shall defend, indemnify, and hold the City harmless from any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim resulting or allegedly resulting from Consultant's negligent acts, omissions, errors, or willful or reckless misconduct pursuant to this Agreement, or from Consultant's failure to perform its responsibilities as set forth in this Agreement. The review, approval, or acceptance by the City, its Project Liaison, or any City employee of documents or other work performed, prepared, or submitted by Consultant shall not be considered a negligent act, error, omission, or willful misconduct on the part of the City, and none of the foregoing shall relieve Consultant of its responsibility to perform in full conformity with the City's requirements, as set forth in this Agreement, and to indemnify the City as provided above and to reimburse the City for any and all costs and damages suffered by the City as a result of Consultant's

negligent performance of this Agreement, failure of performance hereunder, violation of state or federal laws, or failure to adhere to the standards of performance and care described in Subsection 13.2. Consultant shall defend the City (using legal counsel reasonably acceptable to the City) against any claim that alleges negligent acts, omissions, errors, or willful or reckless misconduct by Consultant. As used herein, the term “Consultant” applies to Consultant and its own agents, employees, and suppliers, and to all of Consultant’s subcontractors, including their agents, employees, and suppliers.

13.2. Standard of Care. In the performance of the Services, Consultant agrees to use at least that degree of care and skill exercised under similar circumstances by reputable members of Consultant’s profession practicing in the Portland metropolitan area. Consultant will re-perform any Services not meeting this standard without additional compensation. Consultant’s re-performance of any Services, even if done at the City’s request, shall not be considered as a limitation or waiver by the City of any other remedies or claims it may have arising out of Consultant’s failure to perform in accordance with the applicable standard of care of this Agreement and within the prescribed timeframe.

Section 14. Insurance

14.1. Insurance Requirements. Consultant must maintain insurance coverage acceptable to the City in full force and effect throughout the term of this Agreement. Such insurance shall cover all risks arising directly or indirectly out of Consultant’s activities or Work hereunder. Any and all agents or subcontractors with which Consultant contracts for any portion of the Work must have insurance that conforms to the insurance requirements in this Agreement. Additionally, if a subcontractor is an engineer, architect, or other professional, Consultant must require the subcontractor to carry Professional Errors and Omissions insurance and must provide to the City proof of such coverage. The amount of insurance carried is in no way a limitation on Consultant’s liability hereunder. The policy or policies maintained by Consultant shall provide at least the following minimum limits and coverages at all times during performance of this Agreement:

14.1.1. Commercial General Liability Insurance. Consultant and all subcontractors shall obtain, at each of their own expense, and keep in effect during the term of this Agreement, comprehensive Commercial General Liability Insurance covering Bodily Injury and Property Damage, written on an “occurrence” form policy. This coverage shall include broad form Contractual Liability insurance for the indemnities provided under this Agreement and shall be for the following minimum insurance coverage amounts: The coverage shall be in the amount of \$2,000,000 for each occurrence and \$3,000,000 general aggregate and shall include Products-Completed Operations Aggregate in the minimum amount of \$2,000,000 per occurrence, Fire Damage (any one fire) in the minimum amount of \$50,000, and Medical Expense (any one person) in the minimum amount of \$10,000. All of the foregoing coverages must be carried and maintained at all times during this Agreement.

14.1.2. Professional Errors and Omissions Coverage. Consultant agrees to carry Professional Errors and Omissions Liability insurance on a policy form appropriate to the professionals providing the Work hereunder with a limit of no less than \$1,000,000 per claim. Consultant shall maintain this insurance for damages alleged to be as a result of errors, omissions, or negligent acts of Consultant. Such policy shall have a retroactive date effective before the commencement of any work by Consultant on the Work covered by this Agreement, and coverage will remain in force for a period of at least three (3) years after termination of this Agreement.

14.1.3. Business Automobile Liability Insurance. If Consultant or any subcontractors will be using a motor vehicle in the performance of the Work herein, Consultant shall provide the City a certificate indicating that Consultant and its subcontractors have business automobile liability coverage for all owned, hired, and non-owned vehicles. The Combined Single Limit per occurrence shall not be less than \$2,000,000.

14.1.4. Workers Compensation Insurance. Consultant, its subcontractors, and all employers providing work, labor, or materials under this Agreement that are subject employers under the Oregon Workers Compensation Law shall comply with ORS 656.017, which requires them to provide workers compensation coverage that satisfies Oregon law for all their subject workers under ORS 656.126. Out-of-state employers must provide Oregon workers compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Consultants who perform work without the assistance or labor of any employee need not obtain such coverage. This shall include Employer's Liability Insurance with coverage limits of not less than \$500,000 each accident.

14.1.5. Insurance Carrier Rating. Coverages provided by Consultant and its subcontractors must be underwritten by an insurance company deemed acceptable by the City, with an AM Best Rating of A or better. The City reserves the right to reject all or any insurance carrier(s) with a financial rating that is unacceptable to the City.

14.1.6. Additional Insured and Termination Endorsements. The City will be named as an additional insured with respect to Consultant's liabilities hereunder in insurance coverages. Additional Insured coverage under Consultant's Commercial General Liability, Automobile Liability, Pollution Liability, and Excess Liability Policies, as applicable, will be provided by endorsement. Additional insured coverage shall be for both ongoing operations via ISO Form CG 2010 or its equivalent, and products and completed operations via ISO Form CG 2037 or its equivalent. C coverage shall be Primary and Non-Contributory. Waiver of Subrogation endorsement via ISO Form CG 2404 or its equivalent shall be provided. The following is included as additional insured: "The City of Aurora, its elected and appointed officials, officers, agents, employees, and volunteers." An endorsement shall also be provided requiring the insurance carrier to give the City at least thirty (30) days' written notification of any termination or major modification of the insurance policies required hereunder. Consultant must be an additional insured on the insurance policies obtained by its subcontractors performing any of the Work contemplated under this Agreement.

14.1.7. Certificates of Insurance. As evidence of the insurance coverage required by this Agreement, Consultant shall furnish a Certificate of Insurance to the City. This Agreement shall not be effective until the required certificates and the Additional Insured Endorsements have been received and approved by the City. Consultant agrees that it will not terminate or change its coverage during the term of this Agreement without giving the City at least thirty (30) days' prior advance notice and Consultant will obtain an endorsement from its insurance carrier, in favor of the City, requiring the carrier to notify the City of any termination or change in insurance coverage, as provided above.

14.2. Primary Coverage. The coverage provided by these policies shall be primary, and any other insurance carried by the City is excess. Consultant shall be responsible for any deductible amounts payable under all policies of insurance. If insurance policies are "Claims Made" policies,

Consultant will be required to maintain such policies in full force and effect throughout any warranty period.

Consultant's Proof of Insurance is attached hereto and thereby incorporated into this agreement on Exhibit C.

Section 15. Early Termination; Default

15.1. This Agreement may be terminated prior to the expiration of the agreed upon terms:

15.1.1. By mutual written consent of the parties;

15.1.2. By the City, for any reason, and within its sole discretion, effective upon delivery of written notice to Consultant by mail or in person; or

15.1.3. By Consultant, effective upon seven (7) days' prior written notice in the event of substantial failure by the City to perform in accordance with the terms through no fault of Consultant, where such default is not cured within the seven (7) day period by the City. Withholding of disputed payment is not a default by the City.

15.2. If the City terminates this Agreement, in whole or in part, due to default or failure of Consultant to perform Services in accordance with the Agreement, the City may procure, upon reasonable terms and in a reasonable manner, services similar to those so terminated. In addition to any other remedies the City may have, both at law and in equity, for breach of contract, Consultant shall be liable for all costs and damages incurred by the City as a result of the default by Consultant, including, but not limited to all costs incurred by the City in procuring services from others as needed to complete this Agreement. This Agreement shall be in full force to the extent not terminated by written notice from the City to Consultant. In the event of a default, the City will provide Consultant with written notice of the default and a period of ten (10) days to cure the default. If Consultant notifies the City that it wishes to cure the default but cannot, in good faith, do so within the ten (10) day cure period provided, then the City may elect, in its sole discretion, to extend the cure period to an agreed upon time period, which agreed upon extension must be in writing and signed by the parties prior to the expiration of the cure period. Unless a written, signed extension has been fully executed by the parties, if Consultant fails to cure prior to expiration of the cure period, the Agreement is automatically terminated.

15.3. If the City terminates this Agreement for its own convenience not due to any default by Consultant, payment of Consultant shall be prorated to, and include the day of, termination and shall be in full satisfaction of all claims by Consultant against the City under this Agreement.

15.4. Termination under any provision of this Section shall not affect any right, obligation, or liability of Consultant or the City that accrued prior to such termination. Consultant shall surrender to the City items of work or portions thereof, referred to in Section 19, for which Consultant has received payment or the City has made payment.

Section 16. Suspension of Services

The City may suspend, delay, or interrupt all or any part of the Services for such time as the City deems appropriate for its own convenience by giving written notice thereof to Consultant. An adjustment in the time of performance or method of compensation shall be allowed as a result of such delay or suspension unless the reason for the delay is within Consultant's control. The City shall not be responsible for Services performed by any subcontractors after notice of suspension is given by the City to Consultant. Should the City suspend, delay, or interrupt the Services and the suspension is not within Consultant's control, then the City shall extend the time of completion by the length of the delay.

Section 17. Modification/Addendum

Any modification of the provisions of this Agreement shall not be enforceable unless reduced to writing and signed by both the City and Consultant. A modification is a written document, contemporaneously executed by the City and Consultant, which increases or decreases the cost to the City over the agreed Compensation Amount in **Section 4** of this Agreement, or changes or modifies the Scope of Work or the time for performance. No modification shall be binding or effective until executed, in writing, by both Consultant and the City. In the event Consultant receives any communication of whatsoever nature from the City, which communication Consultant contends gives rise to any modification of this Agreement, Consultant shall, within five (5) days after receipt, make a written request for modification to the City's Project Liaison in the form of an Addendum. Consultant's failure to submit such written request for modification in the form of an Addendum shall be the basis for refusal by the City to treat said communication as a basis for modification or to allow such modification. In connection with any modification to this Agreement affecting any change in price, Consultant shall submit a complete breakdown of labor, material, equipment, and other costs.

If Consultant incurs additional costs or devotes additional time on Project tasks, the City shall be responsible for payment of only those additional costs for which it has agreed to pay under a signed Addendum. To be enforceable, the Addendum must describe with particularity the nature of the change, any delay in time the Addendum will cause, or any increase or decrease in the Compensation Amount. The Addendum must be signed and dated by both Consultant and the City before the Addendum may be implemented.

Section 18. Access to Records

The City shall have access, upon request, to such books, documents, receipts, papers, and records of Consultant as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts during the term of this Agreement and for a period of four (4) years after termination of the Agreement, unless the City specifically requests an extension. This clause shall survive the expiration, completion, or termination of this Agreement.

Section 19. Property of the City

Originals or certified copies of the original work forms, including but not limited to documents, drawings, tracings, spreadsheets, charts, graphs, modeling, data generation, papers, diaries, inspection reports, and photographs, performed or produced by Consultant under this Agreement shall be the exclusive property of the City and shall be delivered to the City prior to final payment. Any statutory or common law rights to such property held by Consultant as creator of such work shall be conveyed to the City upon request without additional compensation.

Section 20. Notices

Any notice required or permitted under this Agreement shall be in writing and shall be given when actually delivered in person or forty-eight (48) hours after having been deposited in the United States mail as certified or registered mail, addressed to the addresses set forth below, or to such other address as one party may indicate by written notice to the other party.

To City: City of Aurora
 Attn: Joseph Schaefer,
 21420 Main Street
 Aurora, OR 97002
 jschaefer@ci.aurora.or.us

To Consultant: Jerald Johnson
 621 SW Alder St.
 Suite 605
 Portland, OR 97205
 jwj@johnsoneconomics.com

Section 21. Miscellaneous Provisions

21.1. Integration. This Agreement, including all exhibits attached hereto, contains the entire and integrated agreement between the parties and supersedes all prior written or oral discussions, representations, or agreements. In case of conflict among these or any other documents, the provisions of this Agreement shall control, and the terms most favorable to the City, within the City's sole discretion, will apply.

21.2. Legal Effect and Assignment. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns. This Agreement may be enforced by an action at law or in equity.

21.3. No Assignment. Consultant may not assign this Agreement, nor delegate the performance of any obligations hereunder, unless agreed to in advance and in writing by the City.

21.4. Adherence to Law. In the performance of this Agreement, Consultant shall adhere to all applicable federal, state, and local laws (including the Aurora Municipal Code and Public Works Standards), including but not limited to laws, rules, regulations, and policies concerning employer and employee relationships, workers compensation, and minimum and prevailing wage requirements. Any certificates, licenses, or permits that Consultant is required by law to obtain or maintain in order to perform the Services described on Exhibit A, shall be obtained and maintained throughout the term of this Agreement.

21.5. Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Oregon, regardless of any conflicts of laws. All contractual provisions required by ORS Chapters 279A, 279B, 279C, and related Oregon Administrative Rules to be included in public agreements are hereby incorporated by reference and shall become a part of this Agreement as if fully set forth herein.

21.6. Jurisdiction. Jurisdiction and venue for any dispute will be in Marion County Circuit Court.

21.7. Legal Action/Attorney Fees. If a suit, action, or other proceeding of any nature whatsoever (including any proceeding under the U.S. Bankruptcy Code) is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights or obligations hereunder, the prevailing party shall be entitled to recover attorney, paralegal, accountant, and other expert fees and all other fees, costs, and expenses actually incurred and reasonably necessary in connection therewith, as determined by the court or body at trial or on any appeal or review, in addition to all other amounts provided by law. If the City is required to seek legal assistance to enforce any term of this Agreement, such fees shall include all of the above fees, whether or not a proceeding is initiated. Payment of all such fees shall also apply to any administrative proceeding, trial, and/or any appeal or petition for review.

21.8. Nonwaiver. Failure by either party at any time to require performance by the other party of any of the provisions of this Agreement shall in no way affect the party's rights hereunder to enforce the same, nor shall any waiver by the party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this nonwaiver clause.

21.9. Severability. If any provision of this Agreement is found to be void or unenforceable to any extent, it is the intent of the parties that the rest of the Agreement shall remain in full force and effect, to the greatest extent allowed by law.

21.10. Modification. This Agreement may not be modified except by written instrument executed by Consultant and the City.

21.11. Time of the Essence. Time is expressly made of the essence in the performance of this Agreement.

21.12. Calculation of Time. Except where the reference is to business days, all periods of time referred to herein shall include Saturdays, Sundays, and legal holidays in the State of Oregon, except that if the last day of any period falls on any Saturday, Sunday, or legal holiday observed by the City, the period shall be extended to include the next day which is not a Saturday, Sunday, or legal holiday. Where the reference is to business days, periods of time referred to herein shall exclude Saturdays, Sundays, and legal holidays observed by the City. Whenever a time period is set forth in days in this Agreement, the first day from which the designated period of time begins to run shall not be included.

21.13. Headings. Any titles of the sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

21.14. Number, Gender and Captions. In construing this Agreement, it is understood that, if the context so requires, the singular pronoun shall be taken to mean and include the plural, the masculine, the feminine and the neuter, and that, generally, all grammatical changes shall be made, assumed, and implied to individuals and/or corporations and partnerships. All captions and paragraph headings used herein are intended solely for convenience of reference and shall in no way limit any of the provisions of this Agreement.

21.15. Good Faith and Reasonableness. The parties intend that the obligations of good faith and fair dealing apply to this Agreement generally and that no negative inferences be drawn by the absence of an explicit obligation to be reasonable in any portion of this Agreement. The obligation to be reasonable shall only be negated if arbitrariness is clearly and explicitly permitted as to the specific item in question, such as in the case of where this Agreement gives the City “sole discretion” or the City is allowed to make a decision in its “sole judgment.”

21.16. Other Necessary Acts. Each party shall execute and deliver to the other all such further instruments and documents as may be reasonably necessary to carry out this Agreement in order to provide and secure to the other parties the full and complete enjoyment of rights and privileges hereunder.

21.17. Interpretation. As a further condition of this Agreement, the City and Consultant acknowledge that this Agreement shall be deemed and construed to have been prepared mutually by each party and it shall be expressly agreed that any uncertainty or ambiguity existing therein shall not be construed against any party. In the event that any party shall take an action, whether judicial or otherwise, to enforce or interpret any of the terms of the Agreement, the prevailing party shall be entitled to recover from the other party all expenses which it may reasonably incur in taking such action, including attorney fees and costs, whether incurred in a court of law or otherwise.

21.18. Entire Agreement. This Agreement and all documents attached to this Agreement represent the entire agreement between the parties.

21.19. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall constitute an original Agreement but all of which together shall constitute one and the same instrument.

21.20. Authority. Each party signing on behalf of Consultant and the City hereby warrants actual authority to bind their respective party.

The Consultant and the City hereby agree to all provisions of this Agreement.

Signatures are on the following page.

CONSULTANT:

CITY:

CITY OF AURORA

By: _____

By: _____

Print Name: Jerald Johnson

Brian Asher, Mayor

As Its: Member, Johnson Economics, LLC

EIN/Tax I.D. No.: 26-2556172

Exhibit A Scope of Work

The following is a proposed Scope of Work for the Project:

1. Economic Trends Analysis

Purpose: Identify the major categories of industrial or other employment uses that could reasonably be expected to locate or expand in the planning area based on information about national, state, regional, county or local trends.

Deliverables: An Economic Trends Analysis consistent with OAR 660-009-0015(1).

- a. Define the study area to analyze for economic and land use trends, which is typically a region sharing inter-dependent economic activity. Describe why the area was chosen and include a brief narrative about current conditions and activity.
- b. Define the planning area, which is the existing UGB plus potential expansion in the area bounded by Arndt Rd on the north, Airport Road on the east, Ehlen Road on the south, and Highway 551 on the west. Describe why the area was chosen, and include a brief narrative about current conditions and activity.
- c. Assess economic development potential by analyzing factors such as location, the effect of the Aurora State Airport, size and buying power of local and export markets for goods and services; workforce training opportunities; availability of transportation facilities for access and mobility; access to suppliers and utilities, including city water and sewer services, and other service infrastructure.
- d. Assess the cluster of employment uses at and around the Aurora State Airport.
- e. Meet with City of Aurora, City of Wilsonville, Marion County, Business Oregon, and the Oregon Department of Aviation regarding local economic development potential for industrial and aviation-related employment opportunities in the study area. Incorporate results from interviews or consultations into the Economic Trends Analysis.

2. Twenty-Year Employment Forecast

Purpose: Update the employment forecast for the City.

Deliverable: A twenty-year employment forecast.

- a. Analyze current employment within the City and in the study area.
- b. Analyze employment growth by industry, accounting for locational factors.

3. Employment Land Needs Analysis

Purpose: Understand the types of sites needed to successfully implement the Statement of Community Economic Development Objectives.

Deliverable: Catalog of the range of site types suitable for the employment uses likely to expand or locate in the study area.

- a. Identify the employment land uses appropriate for the study area, based on results of the trend analysis. Include specific site sizes, special site requirements or other characteristics affecting the needed

land supply such as a mixture of site sizes or sites with proximity to facilities. Also identify land needs that may arise from the expansion of existing businesses and the recruitment or location of new businesses into the study area.

b. Acquire and incorporate information that documents specific market-based development practices and site requirements that may affect the current inventory and need for additional suitable employment land.

4. Identification of Required Site Types

Purpose: Identify the number of sites by type reasonably expected to be needed to accommodate the expected employment growth based on the site characteristics typical of expected uses.

Deliverable: Identify typical site requirements for the employment land use categories. The Aurora State Airport and its surrounding aviation-related uses will be classified as prime industrial land consistent with OAR 660-009-0020(6) and OAR 660-009-0025(8).

a. Assess the special site characteristics required for the Aurora State Airport, and its surrounding aviation-related uses consistent with OAR 660-009-0025(8).

b. Assess the site characteristics for other employment lands that are suitable for location near the airport.

5. Assessment of Community Economic Development Potential

Purpose: Estimate the types and amounts of industrial and other employment uses likely to occur in the planning area consistent with OAR 660-009-0015(4).

Deliverables: An estimate of the need for employment land within the planning area for the planning period by category of site type. Include a brief narrative of any identified process, cost or risk factors; and describe the community's ability to manage those factors. Typical activities include:

a. Estimate the total number of sites needed in the study area for the planning period by categories of sites, based on information collected in the previous tasks. Include a minimum, maximum and most likely number of sites needed for each identified category within the planning period.

b. Estimate the types and amounts of industrial and aviation-related employment uses likely to occur in the planning area consistent with OAR 660-009-0015(4). Include a brief narrative that explains the factors that determine the planning area's capture of employment growth in the study area.

c. Identify pertinent planning, implementation, transportation, specific site, financial and real estate market process, cost and risk factors associated with the designation of additional employment land.

d. Analyze the information gathered to estimate the total number of sites by the various categories defined by the City needed within the planning area for the planning period.

6. Develop Implementation Policies

Purpose: Provide policy guidance to community leaders and staff consistent with OAR 660-009-0020.

Deliverables: A list of recommended economic development implementation policies to be included in the comprehensive plan that were identified by the EOA process.

- a. Identify the level of short-term supply of land the planning area needs.
- b. Designate an adequate number of sites of suitable sizes, types and locations.
- c. Include policies, through public facilities planning and transportation system planning, to provide necessary public facilities and public transportation facilities for the planning area.
- d. Include detailed strategies for preparing the total land supply for development and for replacing the short-term supply of land as it is developed.
- e. Include policies to maintain the existing airport and airport-related employment uses as prime industrial land pursuant to OAR 660-009-0025(8).
- f. Identify City activities that will be needed to successfully implement the Statement of Community Economic Development Objectives. Include changes to the land supply, updates to comprehensive plans, additions to public infrastructure facilities, new intergovernmental agreements, and updated City management practices.
- g. Identify appropriate City actions and investments of leadership, capacity, staff time, public finance tools and statutory authority needed to successfully implement the Statement of Community Economic Development Objectives.
- h. Identify available methods to fund City activities that will be needed to successfully implement the Statement of Community Economic Development Objectives.
- i. Identify investments in public infrastructure necessary in order to attract the job growth.

City of Aurora EOA Project (2023)

BUDGET ESTIMATE

Task Items	JOHNSON ECONOMICS			TOTALS		Lead
	Johnson \$225	Buckley \$140	Associate \$90	Hours	Cost	
TASK 1: COMMUNITY OBJECTIVES						
1.1 Kick-off Meeting (remote)	1	1		2	\$365	City/JE
1.2 Identify and form TAC	1			1	\$225	City
1.3 Coordination with Key Orgs and Agencies			4	4	\$360	City
1.4 Draft Statement of Objectives		4		4	\$560	JE/City
1.5 TAC Meeting #1	2	2		4	\$730	JE/City
1.6 Final Statement of Objectives	1	1		2	\$365	City/JE
<i>TOTALS:</i>	5	8	4	17	\$2,605	
TASK 2: ECONOMIC TRENDS ANALYSIS						
2.1 Define Study Area for Trends	1	1	2	4	\$545	JE
2.2 Define Planning Area	1	1		2	\$365	JE
2.3 Assess Economic Development Potential	2	6	12	20	\$2,370	JE
2.4 Assess Aurora State Airport Industry Cluster	2	6	32	40	\$4,170	JE
2.5 Meet with Key Stakeholders and Experts	4			4	\$900	JE
2.6 Employment Growth Forecasting	2		16	18	\$1,890	JE
2.7 Competitive Advantage & Target Industries	6		24	30	\$3,510	JE
2.8 Online Meeting with Staff	2			2	\$450	JE
2.9 Draft Economic Trends Analysis Memo		4	8	12	\$1,280	JE
2.10 TAC Meeting #2	1	3		4	\$645	JE
2.11 Final Draft Economic Trends Analysis Memo		4		4	\$560	JE
<i>TOTALS:</i>	21	25	94	140	\$16,685	
TASK 3: EMPLOYMENT LAND NEEDS ANALYSIS						
3.1 Identify employment land uses and requirements	6	1		7	\$1,490	JE
3.2 Document market-based practices and requirements	4	4		8	\$1,460	JE
<i>TOTALS:</i>	10	5	0	15	\$2,950	
TASK 4: IDENTIFICATION OF REQUIRED SITE TYPES						
4.1 Assess special site characteristics for aviation uses	1		8	9	\$945	JE
4.2 Assess site characteristics for non-aviation uses	1		8	9	\$945	JE
4.3 Project team meeting	1			1	\$225	JE
<i>TOTALS:</i>	3	0	16	19	\$2,115	
TASK 5: ASSESSMENT OF ECONOMIC DEVELOPMENT POTENTIAL						
5.1 Estimate employment uses in planning area	4		12	16	\$1,980	JE
5.2 Identify process, cost, and risk factors	4			4	\$900	JE
5.3 Estimate total number of sites needed	3		4	7	\$1,035	
Project team meeting	1			1	\$225	
TAC Meeting #3	1	3		4	\$645	JE
<i>TOTALS:</i>	13	3	16	32	\$4,785	
TASK 6: DEVELOP IMPLEMENTATION POLICIES						
6.1-9 Assess special site characteristics for aviation uses	8	8	24	40	\$5,080	JE
<i>TOTALS:</i>	8	8	24	40	\$5,080	
TASK 7: FINAL EOA AND ECONOMIC STRATEGIES						
7.1 Final EOA Documents	4	24		28	\$4,260	JE
7.2 City Council Public Meeting		4		4	\$560	JE
7.3 Marion Co. Board of Comm. Public Meeting		4		4	\$560	JE
<i>TOTALS:</i>	4	32	0	36	\$5,380	
Total Hours	64	81	154	299		
Total Labor Costs	\$14,400	\$11,340	\$13,860		\$39,600	
Direct Expenses (travel, materials, 3rd party data)					\$0	
TOTAL PROJECT COST					\$39,600	



CERTIFICATE OF LIABILITY INSURANCE

174 OF 175 DATE (MM/DD/YYYY)

11/02/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C. No. Ext): (888) 202-3007	FAX (A/C. No):
	E-MAIL ADDRESS: contact@hiscox.com	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Hiscox Insurance Company Inc	10200	
INSURED Johnson Economics LLC 621 SW Alder , STE 605 Portland, OR 97205	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / <input type="checkbox"/> N / A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability	Y		P100.421.214.10	07/28/2023	07/28/2024	Each Claim: \$ 1,000,000 Aggregate: \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

City of Aurora
 21420 Main Street
 Aurora, OR 97002

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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POLICY NUMBER: 52SBAKL4274

COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY
AGAINST OTHERS TO US**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

City of Aurora
21420 Main Street
Aurora, OR 97002

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV - Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

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BUSINESS LIABILITY COVERAGE FORM**(6) When You Are Added As An Additional Insured To Other Insurance**

That is other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance; or

(7) When You Add Others As An Additional Insured To This Insurance

That is other insurance available to an additional insured.

However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

(a) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.

(b) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (a) and (b) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty under this Coverage Part to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

8. Transfer Of Rights Of Recovery Against Others To Us**a. Transfer Of Rights Of Recovery**

If the insured has rights to recover all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them. This condition does not apply to Medical Expenses Coverage.

b. Waiver Of Rights Of Recovery (Waiver Of Subrogation)

If the insured has waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided the insured waived their rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage.

POLICY NUMBER: 52SBAKL4274

COMMERCIAL GENERAL LIABILITY
CG 20 10 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

City of Aurora
21420 Main Street
Aurora, OR 97002

Location(s) Of Covered Operations

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.



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C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Reports

Report from the Finance Officer for November 14, 2023

- The Finance report as of October 2023, the fourth month of fiscal year 2023-2024 is included. I have also included the Revenue vs Expenses Summary for October 2023. This report shows amounts received and spent in each fund during the month.
- The ending bank balances on October 31, 2023 are:
 - Checking - \$ 105,744.77
 - LGIP - \$ 4,150,133.40
- I continue to monitor and report as required on the following grant projects –
 - ❖ Well #3 Replacement – CSFRF Grant Agreement # 8009
 - ❖ Water Storage Tank / Pump Station – Contract # SR2227
 - ❖ ODOT Pedestrian Crossings – Contract # 7300000004941
 - ❖ Wastewater Treatment Facility – Contract # SR2301
 - ❖ Water Lines – Grant Agreement # BO-4566-22 with Marion County
 - ❖ House Bill 5202 (2022 Regular Session) General Fund Grant Agreement Number 107-2022-5202-65, Subrecipient Agreement with the Aurora Rural Fire Protection District No. 63
- I have reviewed the DRAFT Annual Financial Report for the fiscal year ending June 30, 2023. The final report is included in your packet for your review and approval.
- Keeping current with payables and receivables.

Respectfully,



Mary C. Lambert

CITY OF AURORA -FINANCE REPORT Ending October 31, 2023

CITY OF AURORA -FINANCE REPORT Ending October 31, 2023										Year to Date
	FUND	BUDGET	*BALANCE @ June 30, 2023	TOTAL REVENUES	% TO DATE	BUDGET less contingency	TOTAL EXPENSES	% TO DATE	END BALANCE October 31, 2023	Gains / (Losses)
10	GENERAL	1,230,586.00	601,600.80	80,222.51	12.75%	933,395.00	189,616.46	20.31%	492,206.85	\$ (109,393.95)
15	CITY HALL BUILDING	162,900.00	153,948.00	2,587.90	28.91%	162,900.00	4,658.15	2.86%	151,877.75	\$ (2,070.25)
20	AURORA COLONY DAYS	35,070.00	24,591.08	11,550.25	110.22%	28,467.00	19,407.58	68.18%	16,733.75	\$ (7,857.33)
29	PARK SDCs	91,705.00	80,720.59	1,237.91	11.27%	91,705.00	0.00	0.00%	81,958.50	\$ 1,237.91
30	STREET/STORM	1,401,146.00	732,789.29	47,384.01	7.09%	1,234,320.00	89,131.33	7.22%	691,041.97	\$ (41,747.32)
35	ST/STORM RESERVE	187,060.00	169,784.10	7,443.69	43.09%	187,060.00	0.00	0.00%	177,227.79	\$ 7,443.69
39	ST/STORM SDCs	121,111.00	107,558.42	1,649.46	12.17%	121,111.00	0.00	0.00%	109,207.88	\$ 1,649.46
40	WATER OPERATING	1,042,100.00	658,843.77	176,335.53	46.01%	915,830.00	93,366.47	10.19%	741,812.83	\$ 82,969.06
45	WATER RESERVE	1,725,000.00	700,890.42	10,633.61	1.04%	1,725,000.00	10,836.50	0.63%	700,687.53	\$ (202.89)
46	WATER GRANT SR2227	2,863,431.00	7,752.50	3,291.00	0.12%	2,863,431.00	18,606.20	0.65%	-7,562.70	\$ (15,315.20)
49	WATER SDCs	94,210.00	70,811.14	1,085.94	4.64%	94,210.00	0.00	0.00%	71,897.08	\$ 1,085.94
50	SEWER OPERATING	1,097,200.00	664,697.66	170,171.77	39.35%	822,091.00	198,702.64	24.17%	636,166.79	\$ (28,530.87)
55	SEWER RESERVE	3,187,400.00	85,879.96	102,850.59	3.32%	3,187,400.00	0.00	0.00%	188,730.55	\$ 102,850.59
56	WWTF GRANT SR2301	3,662,000.00	10,560.00	2,270.00	0.06%	3,662,000.00	730.00	0.02%	12,100.00	\$ 1,540.00
57	G. O. DEBT SERVICE	287,375.00	27,921.03	5,313.66	2.05%	287,375.00	0.00	0.00%	33,234.69	\$ 5,313.66
59	SEWER SDCs	95,335.00	85,532.33	1,311.69	13.38%	95,335.00	0.00	0.00%	86,844.02	\$ 1,311.69
60	SPECIAL PROJECTS BOND	7,151,000.00	0.00	0.00	0.00%	2,000,000.00	0.00	0.00%	0.00	\$ -
TOTALS		24,434,629.00	4,183,881.09	625,339.52	3.09%	18,411,630.00	625,055.33	3.39%	4,184,165.28	
* Balance per period 13 2023 balance sheets						Contingencies = 6,022,999			4,184,165.28	\$ 284.19

General Ledger

Revenue vs Expenses Summary



User: MaryL
 Printed: 11/7/2023 - 2:18 PM
 Fiscal Year: 2024
 Fiscal Period: 4

Fund	Description	YTD Balance Before Period	Revenues for Period	Expenses for Period	Year to Date Amount
10	GENERAL FUND	-89,386.79	9,844.21	29,851.37	-109,393.95
15	CITY HALL BUILDING FUND	695.59	692.31	3,458.15	-2,070.25
20	Aurora Colony Days Fund	-7,608.78	68.79	317.34	-7,857.33
29	Park SDCs	901.01	336.90	0.00	1,237.91
30	STREETS/STORM FUND	-50,895.19	15,058.49	5,910.62	-41,747.32
35	Streets/Storm Reserves	4,319.67	3,124.02	0.00	7,443.69
39	Streets/Storm SDCs	1,200.55	448.91	0.00	1,649.46
40	Water	35,720.73	68,187.90	20,939.57	82,969.06
45	WATER RESERVE FUND	-3,083.15	2,880.26	0.00	-202.89
46	Water Storage Grant Project	-1,872.50	3,291.00	16,733.70	-15,315.20
49	Water SDCs	790.40	295.54	0.00	1,085.94
50	Sewer	-85,014.16	81,520.62	25,037.33	-28,530.87
55	SEWER RESERVE FUND	102,074.79	775.80	0.00	102,850.59
56	WWTF Grant Project	-730.00	2,270.00	0.00	1,540.00
57	SEWER DEBT SERVICE	4,686.59	627.07	0.00	5,313.66
59	SEWER SDC FUND	954.71	356.98	0.00	1,311.69
60	Special Projects - Bond	0.00	0.00	0.00	0.00
	Report Totals:	-87,246.53	189,778.80	102,248.08	284.19

City Council

Public Works Activity Report

Oct 2023

Wastewater: Routine operation and maintenance 24/7 365.

- Wastewater Treated 1.8 MG
- Review plans for development
- Completed DMR form to report DEQ, EPA

Water: Routine operation and maintenance 24/7 365.

- Wells are running 7.8 hours daily producing an average of 90,000 gal per day.
- Total water production 2,800,000 Gal.
- Wells 4 in production
- New sand separator ordered for well 3

Streets: Routine operation and maintenance.

- Monitoring streetlights
- Catch basins cleaning
- Street sweeping
- Pothole remediation.
- Working with ODOT Hwy 99 Crossings
- ADA ramps on Hwy 99
- SCA grant Application submitted

Park:

- Monitor trees for safety issues
- Pressure wash hard surfaces
- Rodent removal
- Tree planting in park

Meetings and/or Training Attended

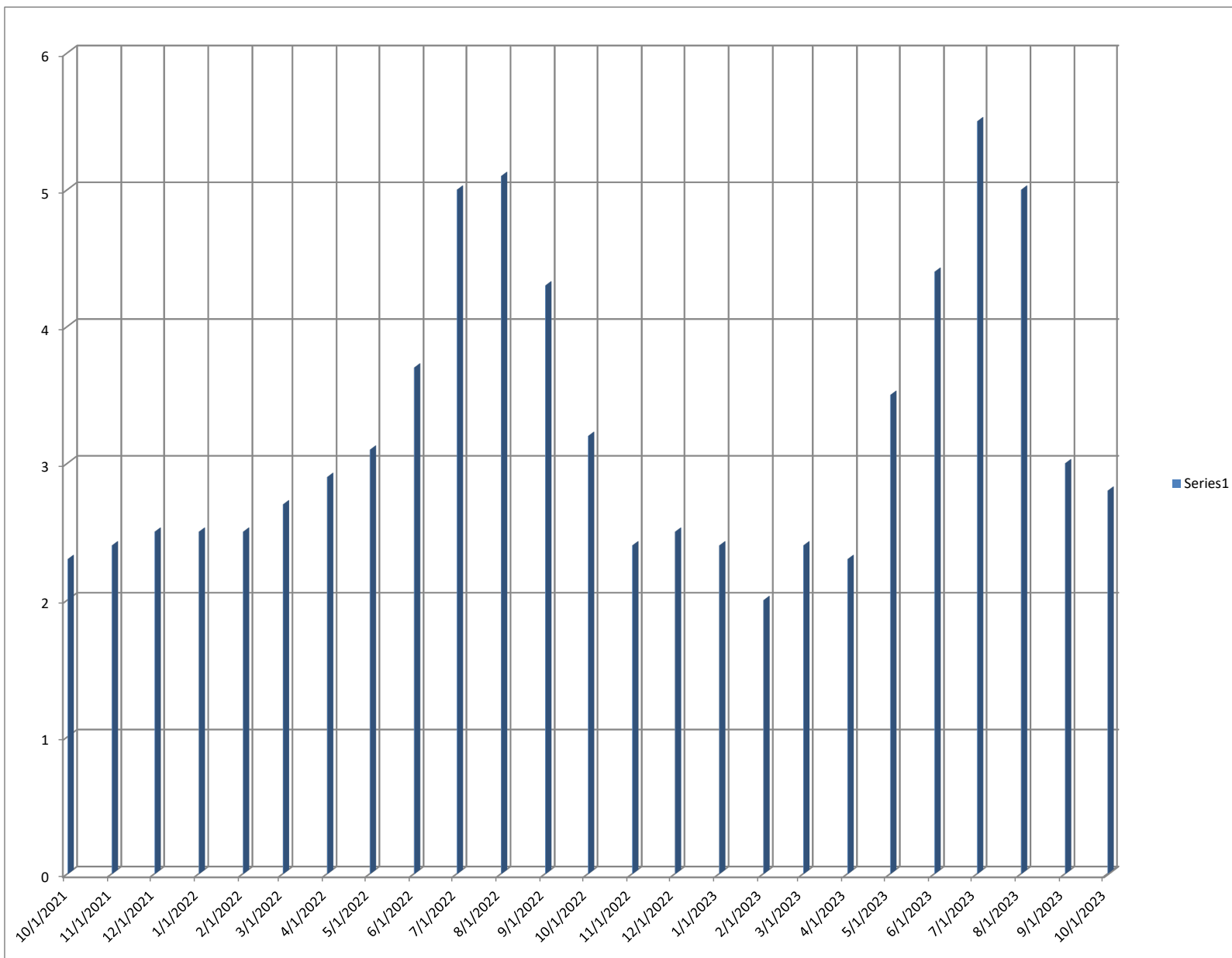
- NW Section of American Water Works Association
- Meeting to discuss Well 3 replacement options
- Respectfully: Mark Gunter PWS

Public works project list

- New Water storage tank
- Replace well #3
- Wastewater treatment Plant

Oct-21	2.3
Nov-21	2.4
Dec-21	2.5
Jan-22	2.5
Feb-22	2.5
Mar-22	2.7
Apr-22	2.9
May-22	3.1
Jun-22	3.7
Jul-22	5
Aug-22	5.1
Sep-22	4.3
Oct-22	3.2
Nov-22	2.4
Dec-22	2.5
Jan-23	2.4
Feb-23	2
Mar-23	2.4
Apr-23	2.3
May-23	3.5
Jun-23	4.4
Jul-23	5.5
Aug-23	5
Sep-23	3
Oct-23	2.8

Monthly Water use In Million Gallons



City of Aurora – City Attorney’s Report to City Council for November 14, 2023

1. Assisted staff with code enforcement matters.
2. Assisted staff with EOA contract finalization.
3. Reviewed proposed ordinance amendments.
4. Briefing on change in law: Recreational Immunity: October 5, 2023 Appeal to Supreme Court denied. Unless the Oregon Legislature acts, Recreational Immunity is now no longer “a legal rule that stops a lawsuit at the outset, and turns it into a defense that a city, county, school district, or private landowner can only try to use at trial. Recreational immunity is no longer a true immunity.” (see accompanying advice from CCIS). Attached is a CCIS asset audit form. I advise that the city begin completing an audit for all of its public lands that are open to the public.

Discretionary Maintenance Plan

1) Inventory

Create an inventory of all entity-owned parks, trails, and all recreation spaces. This might be a Parks Master Plan or similar documentation of recreational spaces. Annually audit all entity-owned parks, trails, and recreation spaces.

2) Annual Recreation Area Audit

The recreational inventory is audited, and a visual inspection of each recreation area is completed. The audit is conducted to record the condition of each area so maintenance and repairs can be prioritized.

The Annual Recreation Area Audit is a visual observation to assign a Maintenance Prioritization Category to each area on the inventory. This is not a record of complaints, repairs, or corrections that are typically noted during maintenance or complaint-driven and handled by creating a work order.

If a hazard or maintenance item is noted as needing immediate attention during the audit, a work order should be created. The Annual Recreation Area Audit is done for planning purposes, it's not intended to replace work orders or other documents created to address immediate matters.

3) Discretionary Maintenance Items Prioritized

Entity's Manager or whoever has been delegated the authority to evaluate options and determine funding priorities for maintenance to the Parks Department, reviews the Audits and weighs competing maintenance needs, decides the prioritization of resources.

4) Prioritization Plan Activated

Create a list of maintenance items by order of priority and start work on the items listed.

5) Periodic audit review

Periodic visual inspection of all recreational spaces to note any immediate hazards.

How to Complete the Annual Recreation Area Audit

Location

List the specific location or park being inspected. For ease of record keeping, if possible, break large areas into segments. Examples:

- Cook Park, North of SW 92nd Ave., Tigard
- Paths and walkways adjacent to Painted Rock Beach, off Ocean Vista Drive between Evergreen Drive and Avenue U, Seaside, OR.
- [Cook Park Map](#)

Each area inspected will be assigned a Priority Category number.

1 = Poor, many hazards noted	Urgent maintenance schedule
2 = Fair, some hazards noted	Essential maintenance schedule
3 = Average, few hazards noted	Routine maintenance schedule
4 = Good, no noted hazards	Routine maintenance schedule
5 = Excellent, no hazards noted	Routine maintenance schedule

Immediate Hazards Addressed and Priority Category

List the number of work orders or similar documentation completed for items determined to be immediate hazards or requiring urgent maintenance.

____ Number of immediate hazards identified, and work orders created at the time of inspection.

Assign an overall Priority Category to each park or recreation area observed.

____ Overall Location Priority (assign a 1-5 number)

Priority Explanation

Include a description of the inspection to explain and support the Priority Category assigned to the area. Examples:

Parking lots are all worn and estimated at 1-2. The water level at the shoreline at the time of the inspection was high, unable to access or view areas used during low tide. Newer playground equipment in very good condition, estimated 5. Sidewalks near the roadway are showing signs of upheaval from tree roots, estimated 3 and that repair will be needed within 18 months.

Dates of Periodic Audit Review

List dates the Annual Recreation Area Audit is reviewed. If the recreation area being observed is small and someone is in attendance each week, the audit can be reviewed with each visit. For larger or more complex areas, reviews should be scheduled.

After an Audit review, create work orders or similar documentation for items determined to be immediate hazards or requiring urgent maintenance.

Annual Recreation Area Audit

Entity				Date			
Location Description							
Circle all inspection methods that apply							
Walk	Bike	Motorized Vehicle	Watercraft	Drone			Other
Assets Inspected				Yes	No	N/A	Category 1-5
Walkways	Non-entity created paths and trails						
	Paved paths and trails						
	Sidewalks						
	Stairs						
	Unpaved paths and trails						
Recreation	Ball Fields						
	Bike or BMX track or trail						
	Boat Ramps						
	Game Areas						
	Parking Lots						
	Playgrounds						
	Sport Courts						
Gathering Spaces	Gazebos						
	Seating						
	Shelters						
	Tables						
Miscellaneous	Bathrooms						
	Drinking Fountains						
	Gardens						
	Shoreline						

Reasons for Areas Not Inspected	
A) Unable to access safely	C)
B) Water level too high	D)

Number of immediate hazards identified, and work orders	
Location Priority Category (assign a 1-5 number)	

Priority Explanation

Dates of Periodic Audit Review

--	--	--	--

Report Completed By

Name	
-------------	--



Real-Time Risk



TIMELY NEWS AND TIPS TO HELP REDUCE RISK

November 2023

OREGON'S HIGHER COURTS END RECREATIONAL IMMUNITY FOR IMPROVED TRAILS

By Kirk Mylander, CIS General Counsel

On July 6, the Oregon Court of Appeals issued an opinion effectively ending recreational immunity for improved trails. Public and private landowners of improved trails are no longer protected from lawsuits. ([Fields v. City of Newport](#)).

Nicole Fields Falls While Walking With a Friend and their Dogs

In *Fields v. Newport* a woman was walking with her friend and their dogs on the beach. She walked away from the beach on an improved trail which was owned and maintained by the city of Newport. The woman came to a wooden footbridge that was wet. She slipped and fell, then filed a lawsuit against the City.

Ms. Fields' suit alleged the City was negligent in maintaining the bridge and not putting up warning signs. Newport responded that it was immune from suit because Fields was using the Ocean to Bay Trail for a recreational purpose, walking with a friend and their dogs while they talked and socialized.

• Oregon's recreational
• immunity provided liability
• protection to landowners
• who open their property
• for recreational activities,
• shielding them from certain
• lawsuits and claims related
• to injuries or accidents that
• occur on their land.

Continued on next page



Real-Time Risk

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The Trial Court Applied Recreational Immunity, Protecting Newport

The trial court agreed with the City, ruling that recreational immunity protects landowners from a lawsuit when they open their property to the public for recreational purposes without a fee. Because of recreational immunity the trial court granted summary judgment, which ended the case early in favor of Newport .

The trial court determined “there are no genuine issues of material fact in dispute” and that under state law, the plaintiff was “using the trail for recreational purposes” by “walking her dog on a trail to the beach with a friend,” and thus the City was entitled to recreational immunity from any liability.

Plaintiff Fields appealed the trial court’s ruling, arguing that the trial court could not conclude that her “**principal purpose**” (as required under state law) in walking on the trail was recreational as long as she claimed that the subjective intent in her mind was something else.

The Oregon Court of Appeals Strikes Down Recreational Immunity

The Oregon Court of Appeals decided that there is a factual dispute between Plaintiff Fields and the City as to whether her use of the trail was recreational, or whether her primary purpose was instead for “accessing the beach.” In other words, the Court of Appeals held that the trial court needed to hold a jury trial to determine whether the plaintiff’s principal purpose on the trail was accessing the beach, or to recreate while using the trail with a friend and their dogs while they “socialized.”

Either way, recreational immunity no longer stops a case at the beginning (an “immunity” from suit), because any plaintiff can claim their “principal purpose” was not to recreate.

Continued on next page



Real-Time Risk

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Local Governments Requested that the Oregon Supreme Court Restore Recreational Immunity — But the Court Refused to Hear the Case

The City of Newport asked the Oregon Supreme Court to overrule the Court of Appeals and restore recreational immunity. Other members of the local government community in Oregon also asked the Oregon Supreme Court to review the *Fields* case and reverse the Court of Appeals. The City of Medford, the League of Oregon Cities, the Association of Oregon Counties, the Special Districts Association of Oregon, and the Oregon Recreation and Park Association all joined Newport in asking the Oregon Supreme Court to reverse the Court of Appeals:

“A decision from the Oregon Supreme Court is necessary here. The Court of Appeals created an exception that swallows the rule by finding a question of fact exists on whether socializing with a friend, walking dogs, and enjoying a scenic trail to access the beach is recreational or not.”

The City asked the Supreme Court to reverse the Court of Appeals because of the damage the Court of Appeals opinion will have on the public’s access to recreational land. If the Court of Appeals opinion were to stand, the City argued, then “Landowners must decide if making their land available for recreational purposes is worth the risk of effectively losing access to the immunity by having to litigate through trial whatever subjective beliefs an injured plaintiff asserts their principal purpose was.”

Unfortunately, that is where things stand today. On Oct. 5, 2023, the Oregon Supreme Court officially declined to review the Court of Appeals’ decision in *Fields*. This action, called “review denied” functions as a de facto endorsement by the Oregon Supreme Court of the Oregon Court of Appeals’ decision striking down recreational immunity.

At the heart of the dispute is whether a trial court can decide at the beginning of a case whether or not a plaintiff’s “primary purpose” when entering land was recreational or not recreational.

Subjective Intent is Too Subjective for Recreational Immunity to Function as the Legislature Intended

The Court of Appeals did not base its decision on what *Fields* was actually doing on the City of Newport’s trail. Instead, the Court of Appeals turned to a dictionary for assistance with the word “walking.”

The Court of Appeals found that walking with a dog could sometimes be a recreational activity, but was not necessarily always a recreational activity. The Court of Appeals said that even when walking and socializing, *Fields*’ “principal purpose” could have been “to go to and from the beach” which the Court did not consider to be recreational.



*The Oregon Supreme Court Building,
Gary Halvorson/Oregon State Archives*



Real-Time Risk

Continued from previous page

If, the Court reasoned, Fields was thinking that her “principal purpose” was to “access” the beach where she would begin to “recreate” with her dog and her friend, then recreational immunity does not protect the City (or any landowner). The key, according to the Oregon Court of Appeals, is the plaintiff’s subjective intent ***not her objective activities at the time***.

Unless the Legislature steps in, from now on when a person using the city’s path claims that their subjective intent was not primarily to recreate, then recreational immunity does not apply at the beginning of a suit. Instead, the municipality (or private landowner) will have to defend the lawsuit all the way through a jury trial, so the jury can decide what the plaintiff was thinking about their “primary intent.”

Legally, this transforms recreational “immunity” from a legal rule that stops a lawsuit at the outset, and turns it into a defense that a city, county, school district, or private landowner can only try to use at trial. Recreational immunity is no longer a true immunity.

Is Anything Left of Recreational Immunity?

The protection from lawsuits that landowners relied on in deciding to open their land to the public is now likely gone for all trails. It may be gone for any property that someone can claim they “were just passing through”.

The Oregon Court of Appeals and Oregon Supreme Court have repeatedly issued rulings that have the effect of striking down some, or all, of the Legislature’s recreational immunity statute. The good news, though, is that the Oregon Legislature has repeatedly stood behind Oregon’s policy of encouraging private and public landowners to open their property to the public for recreational activities like hiking, mountain biking, kayaking, hunting, fishing, rock climbing, and accessing the beautiful coastline.

Once again, the League of Oregon Cities and the Association of Oregon Counties are ready to bring a bill to the Legislature in 2024 to restore recreational immunity. But the support of individuals and local governments is needed. The people of Oregon who enjoy recreational access to a wide range of properties, especially including trails to access climbing areas, the coast, rivers, streams and lakes, need to contact their local legislator and their local city or county officials to express their desire to restore recreational immunity.

Your CIS risk management consultant is available to assist you as you plan, evaluate, and mitigate the heightened risk as a result of the *Fields v. City of Newport* ruling.

For more information, visit CIS’ Recreational Immunity FAQ at cisoregon.org/Reclmmunity.



Real-Time Risk

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RECOMMENDATIONS FOR CITIES AND COUNTIES

1. **Improved trails that are used to access a recreational area should be closed.** This especially includes trails, walkways and stairs used to access bodies of water, such as the ocean, lakes, rivers, streams and reservoirs.
2. **Consider closing unimproved trails,** because the subjective intent of the user can now nullify recreational immunity, which means if someone is injured on an unimproved trail, the city or county may find itself facing a costly jury trial to determine the injured person's intent in using the trail.
3. **Speak with your City Attorney or County Counsel** about how *Fields v. Newport* could negatively affect your other recreational offerings to the public. For instance, someone who trips in a park can now say their primary purpose in using the park was not recreation, but rather they were simply passing through the park to access some other area in your jurisdiction.
4. **Download and utilize this audit** for property you decide to leave open because it is not conducive to a claim from someone "just passing through", to ensure your facility is protected as much as possible from liability claims.
 - a. Consider requiring people to sign a form affirming they are using the property only for recreational purposes if your organization can afford to post someone at that location (at a skate park, for example).
5. **Contact your legislator** and any of the following organizations you are affiliated with: the League of Oregon Cities, the Association of Oregon Counties, the Special Districts Association of Oregon, or the Oregon Recreation and Park Association; express your desire to keep property free and open to everyone in Oregon for recreational activities.

If you have any questions, please contact your Risk Management Consultant:

Northwest Oregon Coast and Columbia River Gorge

Margaret Ryan
mryan@cisoregon.org

Willamette Valley and Central Coast

Katie Durfee
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Southern and Central Oregon

Laurie Olson
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Eastern Oregon

Lisa Masters
lmasters@cisoregon.org



November 2023 City Recorder Report

Here are some highlights from the previous month:

-Assisted Councilor Charles Roper and Administrative Specialist Tammy Grimes with Aurora Bucks rollout.

-Met with Pacific Office Automation representative toward copier contract renewal and understanding options of keeping our current machine or going with a new one.

-Worked with ODOT and a residential property owner toward cleanup of construction debris.

-Submitted an Annual Housing Unit and Population Survey for Portland State University's Population Research Center.

-Worked through city insurance provider to cue up a tort claim.

-Assisted in setting up a pre-application meeting with a potential development off Hwy 99e.

-Coordinated the next round of code amendments with city's contract planner for Planning Commission review, including doing some legal research to tighten up amendments.

-Worked on code enforcement-compliance issues involving historic district signage, a business operating outside of correct zoning, concrete washout on a city street due to a construction project, and outdoor inventory - each of which required enforcement letter/email.

-Attended a monthly administrator's lunch at the Mid-Willamette Valley Council of Governments with city administrators and managers.

-Attended and networked with other local government contacts at the League of Oregon Cities annual fall conference in Eugene – the eclipse was not much to look at with the cloud covering, but there was a beautiful view of central Oregon mountains (South Sister) in the distance.

-Completed requirements over the last two years through the International Institute of Municipal Clerks for obtaining the Certified Municipal Clerk (CMC) designation.

-Met with Hubbard City Administrator to learn about a proposed MPA boundary extension.

-Looking forward to the Thanksgiving and Christmas seasons this year!

Respectfully submitted,

Stuart A. Rodgers

From: [Iris Hill](#)
To: [Recorder](#)
Subject: Congratulations on your CMC Designation
Date: Wednesday, November 1, 2023 12:34:14 PM
Attachments: [CERT.11-01-2023.pdf](#)



11/01/2023

Dear Stuart Rodgers, CMC,

On behalf of the Board of Directors, it is my pleasure to inform you that you have been awarded the International Institute of Municipal Clerks' designation of Certified Municipal Clerk. Included is your hard-earned CMC certificate. We hope you display it proudly.

IIMC grants the CMC designation only to those Municipal Clerks who complete demanding education requirements; and who have a record of significant contributions to their local government, their community and state.

In light of the speed and drastic nature of change these days, lifelong learning is not only desirable, it is necessary for all in local government to keep pace with growing demands and changing needs of the citizens we serve. We applaud your educational accomplishments and achievement of this milestone and congratulate you on your personal pursuit of professional excellence.

Sincerely,

Mary Ann Hess, MMC
IIMC President

12:11 PM

11/01/23

Aurora Business License
Deposit Detail
October 2023

Type	Num	Date	Name	Account	Amount
Deposit		10/11/2023		Business License ...	50.00
Payment	819062	10/09/2023	MOLALLA PLUMBI...	Undeposited Funds	-50.00
TOTAL					-50.00
Deposit		10/12/2023		Business License ...	100.00
Payment	828	10/25/2023	FREEDOM SCREE...	Undeposited Funds	-100.00
TOTAL					-100.00
Deposit		10/16/2023		Business License ...	30.00
Payment	112144	10/12/2023	L & J HEATING & C...	Undeposited Funds	-30.00
TOTAL					-30.00
Deposit		10/25/2023		Business License ...	30.00
Payment	79711	10/23/2023	NV HEATING & CO...	Undeposited Funds	-30.00
TOTAL					-30.00

ADDITIONAL DOCUMENTS



District Mission

“North Marion-Learning Together to Cultivate Lifelong Growth”



NMSD Superintendent Report
Aurora City Council Meeting
November 14, 2023

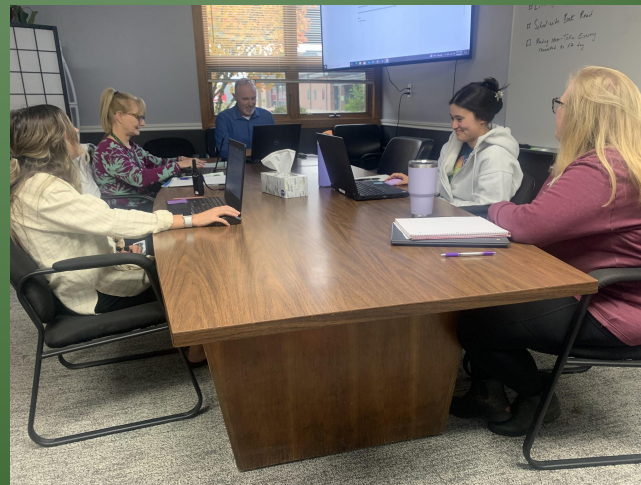
[NMSD Strategic Plan](#)

[Integrated Plan NMSD](#)

District Vision



“Communities engaged and unified in providing all students equitable access to their chosen paths.”



District Vision



“Communities engaged and unified in providing all students equitable access to their chosen paths.”

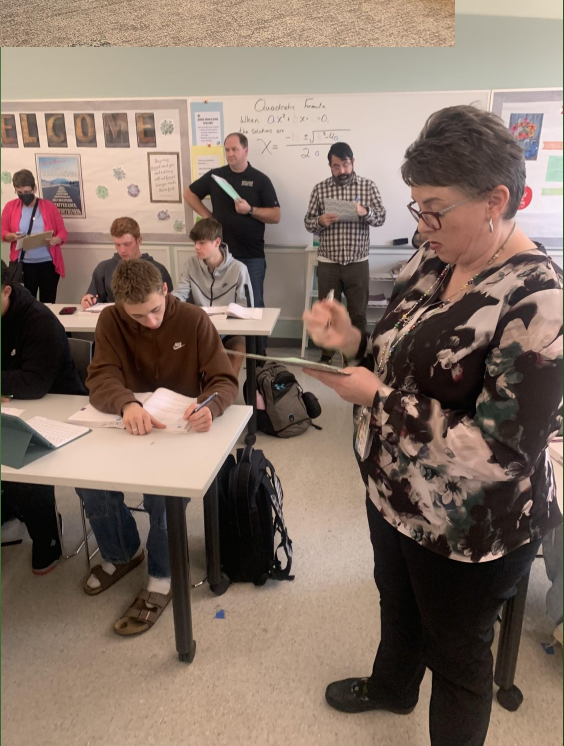


Strategic Goals



Goal 1

Implement aligned PK-12 curriculum standards, instruction, and materials that are rigorous relevant and culturally responsive.



Strategic Goals



Goal 2

Empower each student to develop skills across the curriculum in ways that build their confidence to challenge themselves.

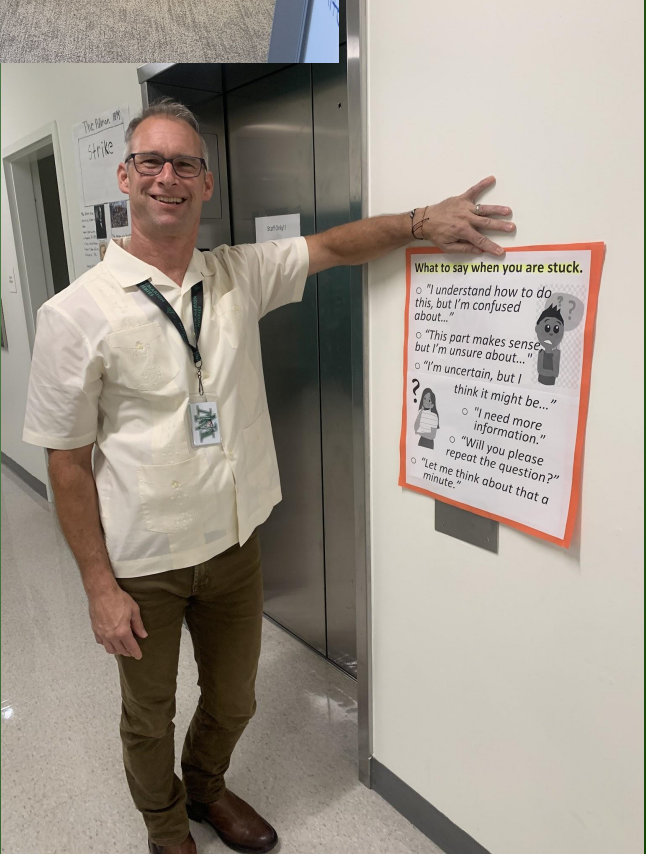


Strategic Goals



Goal 3:

Develop systems to expand the percentage of staff who are skilled in the use of culturally responsive practices that reflect the demographics of our community.

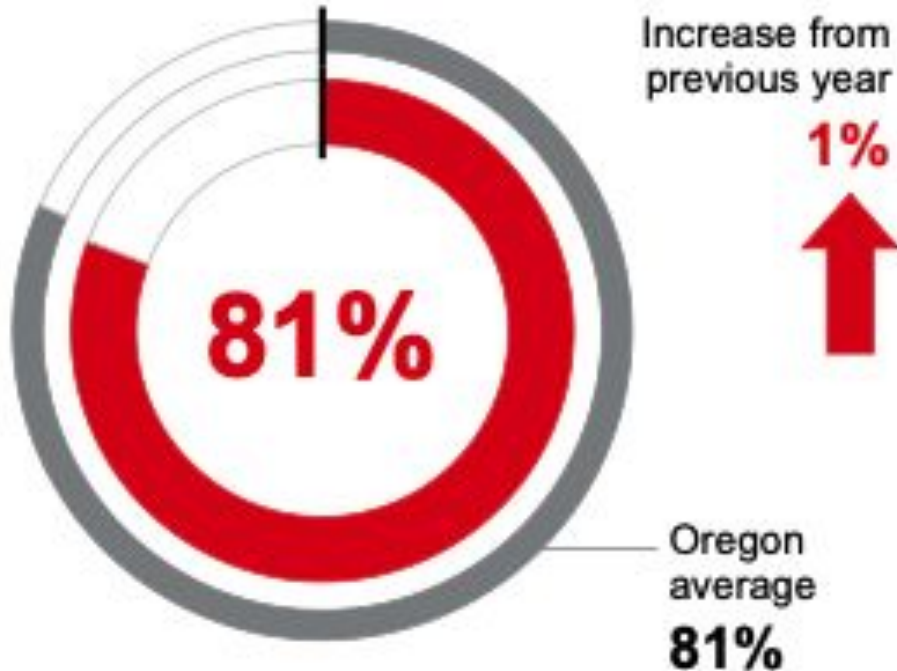


21-22 ~ On-Time Graduation



ON-TIME GRADUATION

*Students earning a diploma within four years.
Cohort includes students who were first-time
ninth graders in 2018-19 graduating in 2021-22.*



Areas of Strength

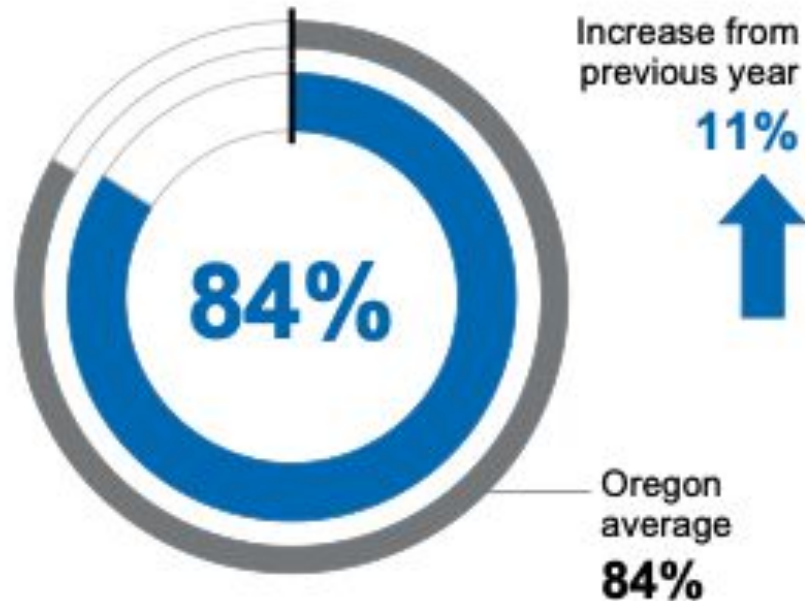
- 1% Increase
- Aligned with state average

22-23 ~ 9th Grade On-Track to Graduate



ON-TRACK TO GRADUATE

Students earning one-quarter of graduation credits in their 9th grade year.



Areas of Strength

- 11% Increase
- 9th Grade Success Team

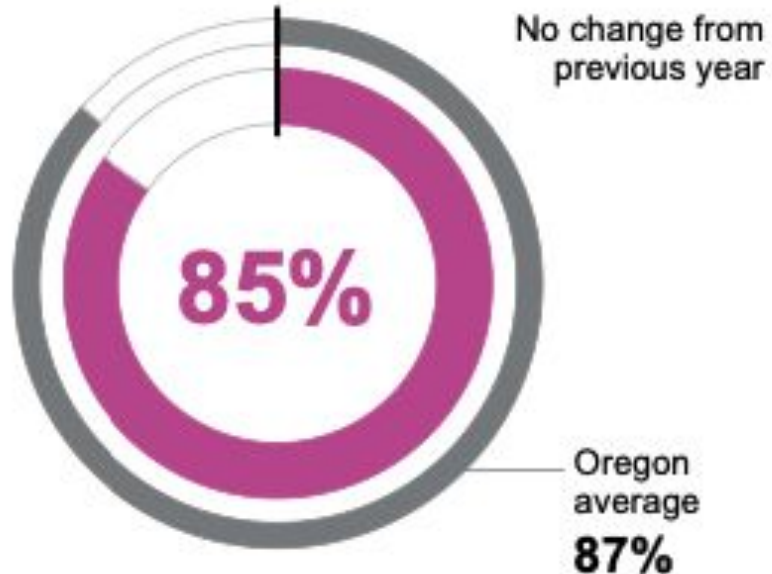
21-22 ~ 5 Year Completion Rate



Areas of Strength

FIVE-YEAR COMPLETION

Students earning a high school diploma or GED within five years. Cohort Includes students who were first-time ninth graders in 2017-18 finishing in 2021-22.



- Just below state average



*“North Marion-Learning
Together to Cultivate Lifelong
Growth”*



NMSD Superintendent Report
November 14, 2023

NORTH MARION
SCHOOL DISTRICT 15



INTEGRATED PLAN

2023 - 2024

*"NORTH MARION, LEARNING TOGETHER TO
CULTIVATE LIFELONG GROWTH"*

North Marion School District Integrated Plan

NORTH MARION
SCHOOL DISTRICT 15



Over the past 6 years Oregon has made significant investments for students, educators, and communities. Many of these investments have come to us in the form of state and federal grants and initiatives designed to support improvements in specific areas of school. In the past, each of these grants and initiatives have had separate requirements and processes for planning and spending. This year, the state has asked us to integrate six of these programs into one planning process and one document for submission.

Bringing these six programs together has given us a great opportunity to align these programs with each other and to ensure that these programs work together to support the goals and strategies in the [North Marion School District Strategic Plan](#) adopted this fall. The six integrated programs are:

- The High School Success (HSS) Plan
- The Student Investment Account (SIA)
- Career and Technical Education- Perkins V (CTE)
- Every Day Matters (Attendance)
- Continuous Improvement Planning (CIP)
- Early Indicator Intervention Systems (EIS)

We believe that integrating these programs and processes in ways that support our strategic plan will ultimately improve the well-being, health, climate, quality of teaching and learning and outcomes for each student and will move us toward achieving our District Mission, Vision, and Goals.

The NMSD Integrated Plan was developed using our equity lenses and is organized around six Outcomes. Each Outcome is supported by five Strategies and related Investment Activities. The resources for this plan can only be used to support activities allowed by the six programs listed above.

Thank you for your support and to all for your engagement, for providing input, and/or for the development and the alignment of our plans.



North Marion School District Integrated Plan Application 2022-2023

Needs Assessment Summary

Please offer a description of the comprehensive needs assessment process you engaged in and the high-level results of that needs assessment. Include a description of the data sources you used and how that data informs equity-based decision making, including strategic planning and resource allocation.

The North Marion School District completed a comprehensive community engagement and feedback process in creating its initial SIA submission in 2020. During that time there were also teams reviewing program data and planning for High School Success and Perkins V programs as well. Much of this happened in concert with the planning for and completion of bond projects for which comprehensive feedback and community engagement were also critical parts.

Data reviewed during this time included state summative assessment data, ELPA results, state report cards, staff, student, and community surveys, focus group reports, listening sessions, analysis of student schedules and course enrollment, and analysis of resource allocation related to intended outcomes. Many of these sources were reviewed again during the pandemic. In the 2021-2022 school year, the NMSD Board invested in the development of a strategic plan. A core planning team and an implementation team with broad stakeholder representation guided the creation of the plan. These planning teams met and led the collection and analysis of data that included, data from initial SIA Engagement Processes, Focus Group Interviews, Community Surveys, Phone Surveys to Families, Youth Truth Surveys (staff, students, families), Listening Sessions, School and District Report Cards and disaggregated detail reports, Master Schedule analysis, Course enrollment data (CTE,), Activities Participation analysis, On Track Data, Attendance Data, and Behavior Support Data.

The strategic plan ultimately builds on the needs and goals identified during these processes. A number of needs surfaced and priorities that emerged through the processes were:

1. Building capacity to understand and integrate culturally responsive practices and the use of our equity lenses in all aspects of our work in the district.
2. Expanding opportunities for a well-rounded education and developing systems and practices that ensure that each student has access and opportunity to experience diverse, rigorous, relevant, and challenging programs, courses, and activities. This would include specifically supporting focal student access to our full range of activities, CTE and advanced/college credit courses, and diverse college/career pathways.
3. Ensuring that we support quality professional development and materials selection in mathematics and literacy and that we bring a culturally responsive lens to our curriculum review and materials selection processes in mathematics, literacy, and beyond.
4. Ensuring that students experience school in a way that they develop the academic mindsets



North Marion School District Integrated Plan Application 2022-2023

(belonging, inclusion, safety, relevance, growth mindset, belief in self) that lead to positive and productive approaches to learning.

5. Support for culturally responsive mental health, behavioral health, and social and emotional learning systems
6. Assess current systems and build need-based systems of support that increase language development, access, and opportunity to learn for our emerging bilingual, migrant, and special education students.
7. Improve our human resource systems and develop strategies and practices that allow us to recruit, hire, and retain staff that reflects the cultural and linguistic diversity of our community.
8. Improving systems and practices for family outreach, engagement, and communication in ways that ensure that all voices within our diverse school community are heard.

Plan Summary

Your plan summary will help reviewers get quick context for your plan and the work ahead. In the coming months, you may also use this process to quickly explain to the community, local legislators, media, and other partners how you are braiding and blending these investments. Please share the exact needs or issues the investments will address as outlined in your four-year plan and as it relates to the purposes stated in law for all applicable programs, and what processes you'll put in place to monitor progress toward addressing those needs.

The outcomes, strategies, and investments outlined in our summary are aligned with our District's Strategic Plan. Thus, the Integrated Plan has afforded us an important opportunity to braid and connect levels of planning, programs, and resources. Our Outcomes and Strategies aligned to each are clearly connected to the priority needs described in our needs assessment. Our intended outcomes are:

- A. All students report a sense of belonging, inclusion, well-being, self-identity, and safety at school.**
- B. Every student graduates with college, career, and employability skills and the confidence to develop and take on challenging postsecondary plans.**
- C. All students have access to well-rounded educational opportunities (including Career and Technical Education pathways) grounded in culturally and linguistically responsive practices.**
- D. Students from focal groups will increasingly access pathways to enrollment in relevant, challenging, advanced, and CTE courses.**
- E. All student groups will increase math and literacy achievement as measured by state**



North Marion School District Integrated Plan Application 2022-2023

assessments and all student groups will have increased access to advanced courses.

F. Community engagement activities will continually increase the inclusion of voices reflecting the diversity of our community.

We have developed five strategies under each outcome in our plan:

- Build a comprehensive and integrated network of community partners, including families, to support students' social-emotional, academic, and mental health well-being.
- Implement multi-tiered systems of support models to create a collaborative culture of care and academic success in every North Marion School.
- Braid equity lenses, culturally responsive practices, and social and emotional learning into our instructional core work with our students, and teachers, and build our organizational culture and capacity to create a strong foundation to support every student.
- Hire staff to provide support, and ensure access and opportunity to focal student groups including students of color, migrant students, emerging bilingual students, students experiencing homelessness, new arrivals, and students with disabilities.
- Using multiple strategies, bring diverse voices into school and community planning and decision-making.
- Increase opportunity and access to college and career pathways by adding teachers, courses, CTE pathways, a College and Career Coordinator, a Career Planning Teacher, and AVID program support at the middle school to guide student planning and access to experiences aligned with their needs, strengths, interests, and post-secondary goals.
- Develop strategies to recruit, hire, and retain culturally and linguistically diverse teachers, administrators, and support staff.
- Increase English Language Arts and Mathematics performance at each grade level by supporting high-quality professional development, and the selection of and implementation of high-quality instructional materials.
- Build capacity in our ELL Program teacher/case manager/coaches to support the implementation of high-quality language development services, courses, case management, and coaching for School-Wide English Learning.



North Marion School District Integrated Plan Application 2022-2023

- Continue to provide training and support for understanding and integrating culturally responsive practice and bias awareness lenses into our communications, communication systems, and family engagement systems.
- Leverage the work and skills of our Family Outreach Advocates and family engagement resources such as Youth Truth Surveys, listening sessions, and community events in ways that bring voice to the diverse parts of our community to our planning and decision-making.

Equity Lens

Each plan will need to speak to how the district used its Equity Lens to guide its decision-making and outcome selection.

Equity, access, and opportunity are values that are increasingly understood and embraced by our school community and are foundational elements within our strategic mission, values, goals, and indicators. Our Strategic Plan compels us to continue to build our cultural responsiveness. We have used the Ready for Rigor Framework from Zaretta Hammond to build understanding and the Oregon Equity Lens to guide our planning and decision-making. Staff across the district have been involved in regular bias awareness and conflict resolution training throughout the year to support the use of these tools and the implementation of our plans.

NMSD offers broad and diverse programs and activities which provide many entry points for diverse learners and school community members. It is clear that our Board and Superintendent leadership supports and expects our work to move us toward more equitable outcomes and the eventual elimination of opportunity, access, and achievement gaps.

We are being strengthened by the increase in student and family voices relative to the experiences of diverse students and their families at school. This, combined with our strategic initiatives is leading to an increase in staff awareness and understanding of barriers to access and opportunity for diverse learners. Professional development for staff in strategies for building bias awareness and for developing cultures of inclusion and belonging have been well supported and follow-up has been noted.

We have increased the number of bilingual/bicultural staff and their placement in key positions throughout the district. We have continued to leverage community partnerships, summer extended programs, enrichment opportunities, and related strategies for creating greater access for focal students during the regular school year. We have successfully utilized the skill and leadership of our Family



North Marion School District Integrated Plan Application 2022-2023

Outreach Advocates and our Equity, Inclusion, and Title Program Administrator to broaden access and diversity of voice in our work.

At the core of our planning and fundamental to our strategic plan is to foster a culture of inclusion and belonging for each student and to support them in developing the skills, competence, and confidence that would provide access and opportunity to any pathway a student might choose. Expanding program offerings and providing the scaffolds and support to access them gives students a wide range of entry points and opportunities for them to find relevant and engaging courses of study through which they might find their personal greatness. Many of our funds are used to expand opportunities and for strategies and support to overcome the barriers to access we have identified.



North Marion School District Integrated Plan Application 2022-2023

Outcome A

All students report a sense of belonging, inclusion, well-being, self-identity, and safety at school.

Strategies

1. Build a comprehensive and integrated network of school and community partners, including families, to support students' social-emotional, academic, and mental health well-being.
2. Implement multi-tiered systems of support models to create a collaborative culture of care in every North Marion School.
3. Braid equity lenses, culturally responsive practices, and social and emotional learning into our instructional core work with our students, teachers, and build our organizational culture and capacity to create a strong foundation to support every student.
4. Hire a Director of Equity and Inclusion to provide support to focal student groups including students of color, migrant students, emerging bilingual students, students experiencing homelessness, new arrivals, and students with disabilities.
5. Using multiple strategies, bring diverse student voices into school and community planning and decision making.

Investment Activities

1. Identify, purchase and implement a belonging, inclusion, and social-emotional needs assessment tool (Youth Truth).
2. Recruit and hire onsite licensed mental health professionals, to include therapists, psychologists, behavior specialists, counselors, and social workers.
3. Provide family training opportunities in order for families to be active partners in this work.
4. Provide resources to support a staff wellness center in each building.
5. Provide Security personnel to monitor hallways and campuses during the school day.
6. Provide additional IA's for high-needs classrooms in K-8, and IA resources for 9-12.
7. Open District Family Welcome Center to provide one-stop registration, counseling, and access to information about services.
8. Provide universal screeners to support Multi-Tiered Systems of Support (MTSS).
9. Provide instructional assistants to support high needs students.
10. Purchase and administer Youth Truth Surveys annually.
11. Provide professional development for Bias/Conflict awareness training
12. Provide materials and professional development to support Culturally Responsive Teaching and Practices.
13. Hire a Director of Equity and Inclusion.



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Outcome B

Every student graduates with college, career, and employability skills and the confidence to develop and take on challenging postsecondary plans.

Strategies

1. Develop a comprehensive network of community partners, including families, to support students' social-emotional, academic, career aspirations, and mental health well-being.
2. Build a comprehensive college, career, and life-readiness program with support from a College and Career Coordinator and a Career Planning Teacher and course.
3. Increase opportunity and access to college and career pathways by adding teachers, courses, a College and Career Coordinator, and a Career Planning Teacher to support student planning and goal setting aligned their needs, strengths, interests and post-secondary goals.
4. Support training, time, materials, and assessment, to support Multi-Tiered Systems of Support including, 9th Grade Transition/Success, attendance, behavioral health, reading, and mathematics.
5. Support for understanding and integrating culturally responsive practice and Implicit -Bias awareness Training.

Investment Activities

1. Expand Advanced Course offerings and pathways based on student interest.
2. Purchase and administer Youth Truth Surveys
3. Provide professional development for Bias/Conflict awareness training
4. Provide materials and professional development to support Culturally Responsive Teaching and Practices (Zaretta Hammond Model)
5. Provide resources to hire a High School College and Career Coordinator.
6. Provide resources to hire a High School Career Planning Teacher
7. Provide resources to hire new CTE Teachers, program supplies, and to develop new courses (Welding & Culinary Arts).
8. Provide resources to support students attending the Willamette Career Academy.
9. Provide AVID training, materials, and staff support at the Middle School level.
10. Provide time and support materials for a 9th Grade Transition/Success team
11. Provide resources to support the Career Planning Teacher working with students to develop post high school plans.



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Outcome C

All students have access to well-rounded educational opportunities (including Career and Technical Education pathways) grounded in culturally and linguistically responsive practices.

Strategies

1. Braid equity lenses and culturally responsive practices into our instructional core work with our students, teachers, and build our organizational culture and capacity to create a strong foundation to support every student.
2. Increase opportunity and access to CTE programs by adding teachers and courses and by adding a College and Career Coordinator and a Career Planning Teacher to support student planning.
3. Build capacity in our ELL Program teacher/case manager/coaches to support implementation of high quality language development services, courses, case management, and coaching for School Wide English Learning.
4. Develop strategies to recruit, hire, and retain culturally and linguistically diverse teachers, administrators, and support staff.
5. Develop strategies and structures that provide student opportunities to learn in their heritage or home language.

Investment Activities

1. Provide Bias/Equity and Culturally Responsive Practices training to all staff, community, and students.
2. Expand Implementation and expansion of the AVID program and WICOR strategies at the Middle School
3. Provide teacher and administrator training in Best Practices in Teaching Math, through, to increase academic rigor of math instruction, K-12.
4. Add additional science, CTE and world language courses at the secondary level.
5. Add academically-based after school clubs at the middle school level.
6. Provide staff with Instructional and Supplemental Materials, and Formative Assessments to support Multi-Tiered Systems of Support.
7. Provide time and support materials for 9th Grade Transition/Success team
8. Provide resources to support the Career Planning Teacher in encouraging student participation in CTE courses and in preparing post high school plans.
9. Provide resources to support recruitment and retention of culturally and linguistically diverse staff members.



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Outcome D

Students from focal student groups will increasingly access pathways to enrollment in relevant, challenging, advanced, and CTE courses.

Strategies

1. Hire and train ELD Program Teachers to support implementation of high quality ELD services, courses, and coaching for SWEL.
2. Support training and implementation of the Advancement Via Individual Determination Program (AVID) and related WICOR strategies at the Middle School.
3. Support training, time, materials, and assessment, to support Multi-Tiered Systems of Support including, 9th Grade Transition/Success, attendance, reading, mathematics
4. Develop systems of support and professional learning for understanding and integrating culturally responsive practice and Implicit -Bias awareness into our planning and decision making.
5. Increase opportunity and access to CTE programs by adding teachers and courses and through coordination with the College and Career Coordinator, the Career Planning Teacher, and the ELL Program Case Manager.

Investment Activities

1. Provide resources to hire a High School College and Career Coordinator.
2. Provide resources to hire a High School Career Planning Teacher
3. Provide resources to hire new CTE Teachers, program supplies, and to develop new courses.
4. Registration and fees for staff to attend OACTE conference.
5. Provide resources to support students attending the Willamette Career Academy.
6. Partner with local businesses to provide field trips, workshops, guest speakers, and information sessions.
7. Provide resources to support a Director of Equity and Inclusion, ELL Case Managers, and Family Outreach Advocates to monitor and ensure access for students from focal student groups to CTE courses, activities, and pathways.
8. Provide resources to support the College and Career Center in hosting an annual College, Career, and Trade Fair with intentional strategies to support attendance by emerging bilingual students.
9. Hire Family Outreach Advocates and support their participation in Student Success Team meetings around attendance, grades, behavior, and course selection data and their outreach to families from focal groups needing support.



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Outcome E

All student groups will increase achievement in math, literacy, and science achievement as measured by state assessments and all student groups will have increased access to advanced courses.

Strategies

1. Braid equity lenses and culturally responsive practices into our instructional core work with our students, teachers, and build our organizational culture and capacity to create a strong foundation to support every student.
2. Increase performance in mathematics and science by adding teachers, coaches, high quality professional development, and high quality updated materials.
3. Increase English Language Arts performance by adding teachers, supporting high quality professional development, and implementing high quality updated materials.
4. Hire and train ELL Program Teachers to support implementation of high quality language development services, courses, case management, and coaching for SWEL.
5. Support training, staff time, materials, and assessments, to support Multi-Tiered Systems of Support including, 9th Grade Transition/Success, attendance, literacy and mathematics.

Investment Activities

1. Professional Development and support materials for all staff in Culturally Responsive Practices.
2. Provide Administrators training in leadership and evaluation of instructional best practices
3. Provide parent support for student growth (online resources, math nights / training, provide materials.)
4. Purchase and provide professional development to implement high quality ELA materials and instructional practices.
5. Hire primary school (Kindergarten) staff to support early literacy development.
6. Purchase and provide professional development to select and implement high quality mathematics and science materials and instructional practices.
7. Hire mathematics teachers, coaches, and professional development to support high leverage mathematics practices.
8. Recruit and hire ELL Program Teachers and Coaches, and provide professional development to support the School Wide English Learning coaching model.
9. Provide universal screeners to support Multi-Tiered Systems of Support (MTSS)
10. Provide resources to support extended learning time such as before, after, and summer school programs.
11. Provide AVID training, materials, and staff support at the Middle School level.
12. Provide time and support materials for 9th Grade Transition/Success team



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Outcome F

Community engagement activities will continually increase the inclusion of voices reflecting the diversity of our community.

Strategies

1. Continue to provide training and support for understanding and integrating culturally responsive practice and bias awareness lenses into our communications, communication systems, and family engagement systems.
2. Parent Engagement resources such as youth truth, listening sessions and events designed to bring voice to the diverse parts of our community.
3. Increase communication and engagement of focal student families by supporting bilingual Family Liaisons at each building.
4. Hire a Director of Equity and Inclusion to provide support to focal student groups including students of color, migrant students, emerging bilingual students, students experiencing homelessness, new arrivals, and students with disabilities.
5. Develop strategies to recruit, hire, and retain culturally and linguistically diverse teachers, administrators, and support staff.

Investment Activities

1. Improve website and hire communication and data specialists to provide seamless support to students, families and K-12 staff.
2. Provide professional development for Bias/Conflict awareness training.
3. Provide materials and professional development to support Culturally Responsive Teaching and Practices
4. Support activities to enhance community outreach and systems of communication-(Communications Specialist-Family Outreach Advocate)
5. Hire a Director of Equity and Inclusion to provide support to focal student groups including students of color, migrant students, emerging bilingual students, students experiencing homelessness, new arrivals, and students with disabilities.
6. Provide resources to support Family Outreach Advocates and staff to enhance parent and community engagement and communication.
7. Administer the Youth Truth Survey annually.
8. Hold listening sessions and events designed and staffed to bring voice to the diverse parts of our community.
9. Provide resources to support recruitment and retention of culturally and linguistically diverse staff members.



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Integrated Plan Goals

Goal 1 - Engaged Community

1. Who was engaged in any aspect of your planning processes under this guidance? (Check all that apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Students of color | <input type="checkbox"/> Tribal members (adults and youth) |
| <input checked="" type="checkbox"/> Students with disabilities | <input checked="" type="checkbox"/> School volunteers (school board members, budget committee members, PTA/PTO members, booster club members, parent advisory group members, classroom volunteers, etc.) |
| <input checked="" type="checkbox"/> Students who are emerging bilinguals | <input checked="" type="checkbox"/> Business community |
| <input checked="" type="checkbox"/> Students who identify as LGBTQ2SIA+ | <input type="checkbox"/> Regional Educator Networks (RENs) |
| <input checked="" type="checkbox"/> Students navigating poverty, homelessness, and foster care | <input type="checkbox"/> Local Community College Deans and Instructors; Local university deans and instructors |
| <input checked="" type="checkbox"/> Families of students of color | <input checked="" type="checkbox"/> Migrant Education and McKinney-Vento Coordinators |
| <input checked="" type="checkbox"/> Families of students with disabilities | <input checked="" type="checkbox"/> Local Workforce Development and /or Chambers of Commerce |
| <input checked="" type="checkbox"/> Families of students who are emerging bilinguals | <input checked="" type="checkbox"/> CTE Regional Coordinators |
| <input checked="" type="checkbox"/> Families of students who identify as LGBTQ2SIA+ | <input checked="" type="checkbox"/> Regional STEM / Early learning Hubs |
| <input checked="" type="checkbox"/> Families of students navigating poverty, homelessness, and foster care | <input checked="" type="checkbox"/> Vocational Rehabilitation and pre-Employment Service Staff |
| <input checked="" type="checkbox"/> Licensed staff (administrators, teachers, counselors, etc.) | <input type="checkbox"/> Justice-Involved Youth |
| <input checked="" type="checkbox"/> Classified staff (paraprofessionals, bus drivers, office support, etc.) | <input checked="" type="checkbox"/> Community leaders |
| <input checked="" type="checkbox"/> Community-Based Organizations (non-profit organizations, civil rights organizations, community service groups, culturally specific organizations, etc.) | <input type="checkbox"/> Other _____ |



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2. How were they engaged? (Check all that apply)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Survey(s) or other engagement applications (i.e., Thought Exchange) | <input checked="" type="checkbox"/> Email messages |
| <input checked="" type="checkbox"/> In-person forum(s) | <input checked="" type="checkbox"/> Newsletters |
| <input checked="" type="checkbox"/> Focus group(s) | <input checked="" type="checkbox"/> Social media |
| <input checked="" type="checkbox"/> Roundtable discussion | <input checked="" type="checkbox"/> School board meeting |
| <input checked="" type="checkbox"/> Community group meeting | <input checked="" type="checkbox"/> Partnering with unions |
| <input checked="" type="checkbox"/> Collaborative design or strategy session(s) | <input checked="" type="checkbox"/> Partnering with community-based partners |
| <input checked="" type="checkbox"/> Community-driven planning or initiative(s) | <input checked="" type="checkbox"/> Partnering with faith-based organizations |
| <input checked="" type="checkbox"/> Website | <input checked="" type="checkbox"/> Partnering with business |
| <input checked="" type="checkbox"/> CTE Consortia meeting | <input type="checkbox"/> Other _____ |

3. Describe at least two strategies you executed to engage each of the focal student groups and their families present within your district and community. Explain why those strategies were used and what level of the [Community Engagement spectrum](#) these fell on.

The North Marion SD has developed a system to gather feedback and invite voices to the table during our planning processes.

The first part of this process includes reaching out to students and families and inviting them to be part of the collaborative planning team. During this step, we work to ensure that our team is made up of a diverse group of students and families that represent our school community. This team is not only involved in the planning and design process but also in the process of how the team will gather feedback from the larger school community.

The second part of the process is gathering feedback from our students and families. This is done through surveys, focus groups, and we are beginning to conduct empathy interviews.. We have used both the Youth Truth survey, as well as locally designed surveys and questionnaires. We have developed a phone bank system to target families and demographic groups that may have low participation in the survey, in order to ensure that their voices are represented.



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This process of surveys as well as collaborative design sessions live in the inform, consult, and involve levels of community engagement.

4. Describe at least two strategies you executed to engage staff. Explain why those strategies were used. Explain why those strategies were used and what level of the [Community Engagement spectrum](#) these fell on.

The North Marion SD has developed a system to gather feedback and invite voices to the table during our planning processes.

The first part of this process includes reaching out to staff and inviting them to be part of the collaborative planning team. During this step, we work to ensure that our team is made up of a diverse group of staff that represent our school community and the various roles that serve students. This team is not only involved in the planning and design process, but also in the process of how the team will gather feedback from the larger school community.

The second part of the process is gathering feedback from our staff. This is done through surveys and listening sessions. We have used locally designed surveys and questionnaires.

This process of surveys as well as collaborative design sessions live in the inform, consult, and involve levels of community engagement.

5. Describe and distill what you learned from your community and staff. How did you apply that input to inform your planning?

The following represents our major learnings and priorities from our staff and community outreach:

- Language Acquisition Supports
- Understanding best practices for supporting multilingual learners
- Opportunities for staff professional growth
- Creating partnerships and improving community connections
- Removing barriers and improving access to educational opportunities
- Improving student sense of belonging
- Improving academic rigor for all students
- Improving student access to programs



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During the planning processes, we used data protocols that looked for trends as well as places where the needs overlapped. Specifically, we looked for how student needs, staff needs, and family/community needs overlapped and pointed toward specific goals or areas of concern. In addition, the Strategic Planning Team uses the feedback to identify the values, and mission and vision for our district, as well as the goals of our strategic plan. This data was then integrated with our SIA, HSS, CTE, and CIP plans.

Through this process - we identified and created goals in the following areas:

-The need to create and implement an aligned PreK-12 curriculum, built around instructional frameworks, centered on common high-leverage instructional strategies, and supported by rigorous, relevant, and culturally responsive materials.

-Need to develop systems to expand staff who are skilled in the use of culturally responsive practices that reflect the demographics of our community.

-Build our capacity to provide access to high levels of learning for students in our multicultural and multilingual community—including expanding our understanding of language acquisition and English language development.

6. If the goal is meaningful, authentic, and ongoing community engagement, where are you in that process? What barriers, if any, were experienced and how might you anticipate and resolve those issues in future engagement efforts?

We have established a process to support the ongoing gathering of meaningful, authentic, and ongoing community engagement. The next step is to move towards more “collaborative” engagement, as well as finding methods to create continual and reciprocal feedback loops.

Currently, our barriers include ensuring that our outreach includes the range of focal groups that represent our community and student populations and being efficient with our data gathering. Efficiency includes understanding what data we are collecting, and how we can leverage the information, capturing data or information when we have the audience available, and ensuring that we have equitable representation from all of our demographic groups.

We are also working to create transparency with the information we have collected—connecting the data



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to a specific need and plan and then drawing the connections between what we are learning and the results we are getting. Often we ask for feedback or collect data on a specific topic, but neglect to circle back and talk about how the data will inform our decision, or how we hope to improve the results we received over time.

Our hope is to continue to build on and improve this system as part of the living nature of our strategic plan. If our data is ongoing, and we have developed a system that reciprocates information and is transparent, then people will be more willing to provide input and help us on the pathway to continual growth that our strategic plan calls for.

7. What relationships and/or partnerships will you cultivate to improve future engagement?

We will continue to cultivate our partnerships with key stakeholder groups who can help inform and improve our systems and services. This includes engaging with community leaders – faith leaders, business leaders, community leaders, and service providers in our community—in an effort to both gather their feedback, but also connect to the communities they serve. We hope this outreach supports stronger connections with our focal students and organizations that support them.

In addition, we continue to seek staff who are multilingual/multicultural, and who bring with them a lens that may not currently be presented.

These partnerships—with both staff and our community will help us build networks of communication and engagement with the community

Finally, we are looking for authentic ways to increase opportunities for student's voice. Often systems only ask students for their input when they need to check a box saying they asked. We want to develop ways to systematically provide students with opportunities to give input on an ongoing basis. From there, we will work to be more transparent with the information we receive—sharing it back to them, so they know it was heard, and sharing with them the goals or programs their feedback is informing. We are working to build capacity for using student interviews to inform our planning and practice in a variety of situations.

8. What resources would enhance your engagement efforts? How can ODE support your continuous improvement process?



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- Training on empathy interviews, and alternatives to surveys
- Support in data collection, organization, and analysis
- Support on question development - and thinking about question development through a culturally responsive lens.
- Support for the development of bilingual materials and staff as needed to inform and inquire.
- Providing guidance and support on creating culturally responsive methods for both engagement and information gathering
- Developing systems designed for improvement and capacity building, rather than focusing on accountability

9. How do you ensure community members and partners experience a safe and welcoming educational environment?

When we are working with our community members and community partners, we work hard to create safe spaces to allow for authentic voices and sharing of feedback. This is done by ensuring that participants can speak in their home language and that questions are structured to be culturally responsive.

When structuring our focal groups we work to make sure that members feel safe—sometimes this is by providing affinity groups or allowing for small subgroups so that stakeholders can work with peers.

We have also structured groups so that people who hold power may not be the people we call on to facilitate the group. For example, if we are asking families to provide feedback on the school, we would not have the principal facilitate the conversation. This allows people to speak honestly, without worrying that they may be offending someone, or worried that they may be punished for speaking up. Instead, we will use facilitators who are connected to the community, who they will see as advocates or allies. For example, our Family Outreach Advocates..

We also provide choices in how feedback is shared. This may be providing opportunities to share privately after a meeting is over, or sharing in written form if they did not feel comfortable speaking. We are increasingly working to build relationships in ways that help us to understand how we can improve our systems of gathering feedback, particularly from groups who have been historically under-represented.

10. If you sponsor a public charter school, describe their participation in the planning and development



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of your plan.

Not Applicable

11. Evidence of Engagement - You will be asked to upload your top five artifacts of engagement.

Smaller districts, as outlined above, are required to submit their top two artifacts.

Why did you select these particular artifacts to upload with your application? How do they show evidence of engaging focal student populations, their families, and the community?

-[Strategic Plan–Group Report](#) - During the building of our strategic plan, the district conducted multiple focus groups, distributed surveys, and gathered data. This is a summary of the data gathered and represents the driving force behind our strategic plan and not our integrated plan.

-[Youth Truth Student Survey Summary](#) - North Marion is using Youth Truth as an ongoing data point on our student climate and culture, as well as other key elements of our strategic plan. This is a summary of our first year of data. We will be collecting data again this year.

-[SIA Community Forum](#) - During the building of our SIA Plan, the district conducted multiple focus groups, distributed surveys, and gathered data. This is a summary of the data gathered and represents the driving force behind our SIA Plan

-[Staff Survey - Advanced ED](#) - We have conducted multiple staff surveys, including Youth Truth. This is an example of the type of data we are collecting, and how it can be used to inform systems development.

-[EL/Migrant Family Night](#) - Listening Session Summary - This is an example of a listening session/focus group discussion with our migrant families. It is an excellent example of the type of feedback you can receive when you set up safe conditions.

12. How will you intentionally develop partnerships with employers to expand work-based learning opportunities for students?

North Marion has a thriving CTE program at the high school, which is connected to both local employers, as well as community service organizations. We are continuing to grow these partnerships through our College and Career Center, looking for opportunities for students to connect to the world of work prior to leaving our doors.



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We are especially focusing on local businesses, as we recognize the cultural needs of our families, and that many students will stay close to home after graduation. Helping them understand and see the opportunities that live right outside their door is important as we look to create graduates that are college and career ready.



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Goal 2 - Equity Advanced

1. What strengths do you see in your district or school in terms of equity and access?

Equity, access, and opportunity are values that are understood and embraced by our school community and are foundational elements within our Strategic Mission, values, goals, and indicators. Our Strategic Plan compels us to continue to build our cultural responsiveness. We have used the Ready for Rigor Framework from Zaretta Hammond to build understanding and the Oregon Equity Lens to guide our decision-making.

NMSD offers broad and diverse programs and activities which provide many entry points for diverse learners and school community members. It is clear that our Board and Superintendent leadership supports and expects our work to move us toward more equitable outcomes and the eventual elimination of opportunity, access, and achievement gaps.

We are strengthened by the increase in student and family voice. This, combined with our strategic initiatives is leading to an increase in staff awareness and understanding of barriers to access and opportunity for diverse learners.

Professional development for staff in strategies for building bias awareness and for developing cultures of inclusion and belonging has been well supported and follow-up has been noted.

We have increased the number of bilingual/bicultural staff and their placement in key positions throughout the district. We have continued to leverage summer extended programs and enrichment opportunities for creating greater access for focal students during the regular school year. We have successfully utilized the skill and leadership of our Family Outreach Advocates and Equity, Inclusion, and Title Program Administrator in broadening access and diversity of voice in our work.

2. What barriers/needs were identified in your district or school in terms of equity and access?

The pandemic exacerbated gaps that existed prior. We have suffered from staffing shortages particularly staff who are qualified to serve special education students and programs and in the bilingual and/or bicultural staff and staff prepared to support our emerging bilingual students. Food services have been restricted and we now have limited hours for food/snack distribution. We are challenged to provide



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after-school support, tutoring, or childcare as we lack transportation, food service, and staff support.

We are noting the need for continued professional development for staff in the use of instructional strategies and understandings that support language development and access to content across the curriculum for Emerging Bilingual Students. We continue to grow through our SWEL programs and through deepening our understanding and use of Culturally Responsive practices using Zaretta Hammond's Ready for Rigor Framework as a guide.

We continue to be challenged by our model for delivering English language development services for our ELL students and are considering ways that increase their access to opportunities to learn and to the breadth of the programs and experiences available in the district.

There have also been issues of lack of internet access or cell phone service in areas where families live, lack of public transportation in the district, lack of access to tutoring services at each grade, shortage of community resources (health care, mental health access, limited foods (small, not large grocery stores), and lack of transportation for accessing school and school events in general.

3. Upload the equity lens or tool you used to inform and/or clarify your plan & budget. Describe how you used this tool in your planning.

Our NMSD Strategic Plan compels us to use equity and culturally responsive lens as we make decisions and implement programs.

We have used key guidance and the questions from ODE Equity Lens, as well as Zaretta Hammond's Ready for Rigor Framework to deepen our understanding of institutional practices that lead to equity in access and opportunity at school and toward culturally sustaining practices.

Our plan is aligned to our Strategic Plan with notions of equitable outcomes, culturally responsive practice, building a sense of inclusion and belonging, and eliminating access and opportunity gaps at its core. We are then compelled to consider how we would braid the resources and revenues available to fund strategies in a plan that would achieve those outcomes. In doing so, along with the guiding questions in the ODE Equity Lens and the descriptors of culturally responsive practice in the Ready for Rigor Framework we would also consider:

What resources and revenues are available?



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What is the timeline for spending within the funding sources available?

What are the allowable expenditures for the funding sources available?

How sustainable is the investment?

What are short-term investments vs. those that must be sustainable to yield results?

What are one-time sources of funding vs. renewable sources of funding?

What are economic and demographic variables at play?

We are becoming more skilled at mining and analyzing data that creates a data picture that compels us to take action that would lead to equitable outcomes and opportunity.

Plan Artifacts

- [Oregon Equity Lens](#)
- [Ready for Rigor Framework](#)

4. What policies and procedures do you implement to ensure activities carried out by the district do not isolate or stigmatize children and youth navigating homelessness?

Policy [JECBD](#) and [JECBD-AR](#) describe steps that our staff take to prevent students from feeling stigmatized or experiencing isolation. We use confidential referral and interview systems to identify students, determine the student's needs, and understand how they are experiencing school. We do this in order to determine what needs and might be necessary for them to feel successful. Annually we remind staff to let counselors or administrators know if they hear of students who may qualify for services. Our Director of Equity and Inclusion works with counselors and Family Outreach Advocates at the school sites to support students and families.. Families are made aware of services available and counselors, Family Outreach Advocates and our Director of Equity and Inclusion work behind the scenes and in partnership with community partners to ensure that basic needs are met. Transportation is arranged as necessary, clothing is provided as needed, food is provided as needed, and basic hygienic supplies are provided as well. Waivers are provided for students who wish to participate in any activity or course that requires a fee. Again, these services are provided discretely and with coordination and communication between the families and the service providers described above.

5. Describe the potential academic impact for all students AND focal student groups based on your use of funds in your plan.

At the core of our planning and fundamental to our strategic plan is to foster a culture of inclusion and belonging for each student and to support them in developing the skills, competence, and confidence



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that would provide access and opportunity to any pathway a student might choose. Expanding program offerings and providing the support to access them gives students a wide range of entry points and opportunities for them to find relevant and engaging courses of study through which they might find their personal greatness. Many of our funds are used to expand what we offer and for strategies and support to overcome the barriers and obstacles we have previously identified and described. Some examples would be:

- Support for coaches in our School Wide English Learner Program
- Support for our 9th-grade success team activities
- Extended Learning Programs such as a Zero period ELD class at elementary schools, Summer schools, and afterschool programs
- Support for a bilingual Career and College Coordinator at the high school
- Support for Bilingual ELD Program Teachers and Case Managers
- Support for Bilingual Family Outreach Advocates in each building
- Support for a Career Planning Teacher at the High School
- Support for our Bilingual Teacher Pathway Program
- Support for expansion of our CTE Programs at the high school
- AVID Training and Programs at the Middle School

Family Outreach Advocates and the increased opportunity to hire bilingual and/or bicultural staff creates increased opportunity to engage, support, empower, and partner with families as well.

6. What barriers, risks, or choices are being made that could impact the potential for focal students to meet the Longitudinal Performance Growth Targets you've drafted, or otherwise experience the support or changes you hope your plan causes?

We still are considering solutions to barriers we have identified:

- Program support for Migrant education program students who continue to experience significant learning interruptions
- The hiring of key staff given our shortage of bilingual/bicultural staff to support an increasing percentage of Emerging Bilingual students
- Hiring key staff given a shortage of staff in Special Education teachers and Instructional Assistants
- Organization of afterschool programs to extend the school day - staffing and transportation needs



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- Risks, setting unreasonable expectations with parents, staff, and students that we cannot achieve if we lose additional staff
- There is the risk that our plans may not be sustainable based on funding formulas and economic conditions
- We risk not being able to hire additional bilingual/bicultural staff should we find ourselves reducing staff based on enrollment patterns
- School schedules that may or may not restrict access to opportunities and particular courses or instructors

7. What strengths do you see in your CTE Programs of Study in terms of equity and access?

The demographics of the students that are enrolled in CTE courses increasingly reflect the demographics of the student population but we still have a gap to close. Similar to other districts, our CTE course participants have a graduation rate of 90%. All students have the opportunity to select a variety of CTE courses in the five programs of study offered on campus and the six offerings at Willamette Career Academy. We have “non-traditional” students in all programs. (Cisgender females in construction, cisgender males in arts.)

We have a strong advisory program at the high school and middle school, and career and college planning in the advisory is coordinated at the high school with our bilingual College and Career Coordinator. Much effort is made to ensure students have access to these programs as we are aware of the high graduation rate for students in these programs and courses. Recent shifts to scheduling and service delivery for our Emerging Bilingual students have greatly enhanced their access to these courses as well. ELD Program teachers and case managers are also working to counsel and advocate for students in terms of access to these courses.

A Wheel Model for the exploration of careers is used in middle school, giving students the opportunity to build background knowledge of the range of career choices available to them and our transition programs from middle school to high school provide them awareness and access to programs and pathways available.

8. What needs were identified in your CTE Programs of Study in terms of equity and access?

We identified several needs in this area:



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- We need to improve academic support for Emerging Bilingual students that need or want support, transportation, and information for parents about how to help and support their children in CTE programs.
- We need to leverage the case management system at the high school and use our ELD Program teachers in guiding, counseling, and advocating for student access and opportunity.
- We need to strengthen K-12 career planning for all students.
- We also noted possible barriers created by the current high school schedule for students who are in need of support or interventions—creating a block in their schedule that limits the availability of CTE courses and/or other electives..
- The Willamette Career Academy has its own barriers to overcome - including the impacts on the schedule, and students having an opportunity to take enough classes. Transportation to WCA is an issue as is the distance from NMHS to the WCA campus.

9. What is your recruitment strategy, and how does it ensure equitable access and participation in CTE Programs of Study?

All parents and students receive materials about CTE programs throughout their K-12 experience. Materials about all programs at all levels are available in English and Spanish. We use materials that show and describe non-traditional students in a variety of careers. Lots of information is shared prior to high school forecasting, and students are offered opportunities to explore CTE pathways in both 5th and 8th grade.

Clubs and activities at both MS and HS are often connected to CTE programs and activities, and time is provided during advisory periods for these groups to meet.

We have a bilingual College and Career coordinator with a primary role/duty to recruit and help provide access to information and opportunities. Weekly Advisory lessons at the middle school and high school help students explore potential pathways and find courses aligned with personal interests. The College and Career Coordinator supports teachers in the development of advisory lessons.

CTE Program and Pathway staff and students have systematic opportunities to present and recruit for their programs throughout the year. Activities, events, and awards connected to our CTE programs (FBLA, FFA, SkillsUSA, Habitat for Humanity, Robotics, etc.) are highly publicized and recognized on campus.

ELD Program case managers are now explicitly counseling and advocating for their students in terms of access to these courses and programs. At the HS a Career Planning course required for all Juniors



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provides students with connections and opportunities to consider a variety of career pathways.

10. How will you ensure equal access and participation in your CTE Programs of Study among focal student groups? How will you ensure there is no discrimination for focal student groups?

We systematically monitor participation to see who is not represented in courses. With support from our College and Career Coordinator and ELD Program Case Managers we have begun to survey students with an emphasis on focus groups made up of students from our focal groups, in order to learn of barriers and identify specific needs and/or interests as we forecast for CTE courses and pathways.

We have connected our ELD services to a required core course providing more elective opportunities for our ELL students. We are also offering World Language Credit for students still enrolled in ELD courses. With more elective opportunities available, our ELL case managers will work specifically with students, teachers, and families to identify interests and ensure that students are aware of and have access to CTE courses and pathways.

Our CTE program staff will regularly review their enrollment data, consider disparities that might exist, and systematically work with our College and Career Coordinator to consider strategies for reducing existing disparities. We will continue to consider barriers in our schedules and propose changes that could open up opportunities. We will also use a system of regular student survey/focus groups to understand student experiences in CTE programs in an attempt to understand barriers.

These areas are foundational to our strategic plan and related internal accountability systems to measure the success of that plan. We have identified these values in job descriptions and we have assigned key staff very specific monitoring roles.



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Goal 3 - Well-Rounded Education

1. Describe your approach to providing students a well-rounded education. What instructional practices, course topics, curriculum design, and student skills development are part of this approach? Describe the approaches by grade band (elementary, middle, and high).

At NMSD we offer broad and diverse programs that offer multiple entry points and opportunities for students to “find their personal greatness.” We strive to develop strong academic mindsets and self-efficacy in our students and we believe that the confidence and competence a student develops in one area has great potential to lead to academic mindsets that will support other areas as well.

Our Strategic Plan compels us to build student skills in ways that are culturally responsive and serve to build student confidence and competence in ways that develop the academic mindsets that lead to student success. Curriculum and assessment are thoughtfully aligned to state standards and department and grade level teams develop curriculum maps and associated unit plans for their courses and content areas.

We use Inquiry Based approaches to Mathematics and Science and a Balanced Approach to Literacy across the district. We use a School-Wide Approach to Language Development and strategies that make content comprehensible for our emerging bilingual students.

We use level-appropriate strategies to support social and emotional learning throughout the district and we are working to integrate culturally responsive teaching and practices into our work following Hammond’s ready for Rigor Framework. The University of Washington Center for Educational Leadership’s 5 Dimensions of Teaching and Learning is used as our framework for observing and improving instruction.

The district also offers a broad range of College credit and Career and Technical Education courses and pathways with career and college exploration and planning included in our curriculum K-12.

2. Describe your process for ensuring the adopted curriculum (basal and supplemental) consists of a clearly stated scope and sequence of K-12 learning objectives and is aligned to all state and national standards.



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Our core curriculum development begins with the process of analyzing state standards and then creating grade and subject-level curriculum maps and unit plans based on the Oregon standards. These maps begin with state and national standards and are aligned to shared assessments that monitor the knowledge and skill development of students.

These maps are then used as the base of our unit planning, lesson planning, and curriculum revision, and materials selection process. Curriculum, as well as supporting materials, are vetted through the lens of these maps. Our processes include selecting materials that support both our instructional framework and practices, as well as our aligned curriculum standards and maps.

3. Describe your process for ensuring classroom instruction is intentional, engaging, and challenging for all students.

Compelled by our strategic plan, we have identified several core frameworks that guide our definition of classroom engagement and challenge. These frameworks include the Ready for Rigor Framework and the Center of Educational Leadership's 5 Dimensions of Teaching and Learning, and the teaching and coaching frameworks supporting our Schoolwide English learning model. These frameworks are supported by tools, strategies, and recommended professional development for increasing student engagement and academic rigor.

Our strategic plan asks us to develop habits of culturally responsive skills, practices, and dispositions as we consider curriculum, instruction, and assessment. Zaretta Hammond's Ready for Rigor Framework is the model we use to support and make sense of culturally responsive teaching and practice in school.

Additionally, administrators use these frameworks to provide staff with continual feedback through our Educator Effectiveness process. The process includes informal and formal observations and feedback, goal setting, and opportunities for reflection. Administrators also participate in district-level learning sessions, training, and team learning walks to align feedback practices, and to practice observation and feedback skills.

Instructional coaches and teachers leaders are also connected to each building in some fashion and they work with teachers to refine skills as well as serve to provide teachers with observational feedback, and professional development on high-yield practices.

4. How do you identify and support the academic and technical needs of students who are not meeting



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or exceeding state and national standards, and Perkins Performance targets, particularly for focal student groups?

<https://cte.ed.gov/accountability/core-indicators>

As a district we are developing broadly the use of a Multi-Tiered System of Support (MTSS) lens and data-driven MTSS processes. Within these models teams of staff review student data and then consider the type of support students need. Teams using data-driven protocols and MTSS strategies include the following:

- Student Study Team Process and Referral
- Attendance Teams and Processes
- 9th Grade Success Teams and Processes
- On-Track Monitors and Coaches
- ELD Teachers-Coaches
- SPED Teachers-Coaches
- IEP and 504 Teams and Processes
- CTE and MWECE Evaluations
- Grade level teams

Processes in place are designed to identify early warning indicators and levels of targeted support for students based on need. Some of the Supports/Early interventions used include:

- Extended learning after/before school, or summer school programs
- At the high school—Scheduling students receiving EL services into a required content course creating room in the student schedule for additional electives
- Formal tutoring and peer tutoring programs
- Staff receiving training to deliver strategies to support ELD, in the regular classroom
- Staff training and support for delivering needed accommodations supports

As far as access to college and career programs, MWECE does a Cyclic Review with teachers from CTE pathway programs. At the school, we continue to support students in creating opportunities to access a variety of career pathways. A college and career course is taught to all juniors, our advisory program time is used for college and career guidance and for students who may need extra support, and a college and career coordinator works with all students in planning access to college and careers.



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5. What systems are in place for supporting the academic needs of students, including focal student groups, who have exceeded state and national standards?

North Marion has a TAG (Talented and Gift) program that aligns with our MTSS system. When students are identified as exceeding state standards, they are evaluated for TAG, and if found eligible, individualized TAG plans are developed. These plans focus on providing additional support and enrichment opportunities aligned with both their individual skill and learning styles.

However, even if a student isn't found eligible if they are demonstrating strength in a specific area, our schools use our MTSS systems to provide them with the additional resources they need to build on their success. This includes differentiation, opportunities to extend or expand on learning, and project-based learning opportunities where students have a voice and choice in how they demonstrate their understanding.

In addition, at the secondary level, courses are available that allow students to challenge themselves with more advanced coursework. At the middle school, this includes STEAM-based electives, as well as advanced math pathways. At the high school, this includes honors courses, college credit-bearing classes, and CTE pathways. Students have the opportunity to shape and personalized their pathway through high school.

Finally, we are working to expand the opportunities for after-school enrichment available to all students. We currently have after-school clubs for Robotics, Theater, and FBLA, as well as other CTE-aligned clubs and programs.

6. Which disciplines (theater, visual arts, music, dance, media arts) of the arts are provided, either through integration of content or as a separate class?

At the elementary levels, students are provided time bi-weekly to participate in the arts, including elective classes in music and dance, and media arts. Visual arts are integrated into the core curriculum, and staff is provided training on project-based learning and arts integration. Elementary students also partner with high school and emerging bilinguals students in an Artist in Residence model program

At the secondary level (at both the middle school and the high school), students have a variety of electives they can select from, including vocal music, instrumental music, visual arts, and media arts. Students have opportunities to take classes as part of an arts pathway in a specific subject, which allows



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for advanced coursework. The theater is offered to the HS as an afterschool activity and arts are integrated regularly into general education classroom opportunities. There is also the opportunity to participate in an after-school Ballet Folklorico group that performs at a number of school and community events. The high school offers Visual Arts as a CTE pathway program.

Staff receives professional development in universal strategies to support student thinking and in maintaining the cognitive demand of the task during lessons.

7. Describe how you incorporate STEAM (Science, Technology, Engineering, Arts, and Math) instructional practices, including project-based learning, critical thinking, inquiry, and cross-disciplinary content.

Our instructional frameworks are built on inquiry, critical thinking, and Habits of Mind. With this as our foundation, we focus our efforts on the concepts of integration—Creating meaningful connections between core learning and STEAM learning.

At the Elementary level, this looks like meaningful integration of steam topics into our literacy development—providing students with meaningful subjects in which to increase their literacy skills. Literacy skills are developed through science and engineering topics. Instructional technology is integrated well. Students all have access to technology at school.

At the secondary level, our STEAM work is built on a strong and diverse CTE Team and Program. Our program provides a variety of entry points for diverse learners. Many of our CTE staff come from industry backgrounds. This has allowed for strong community and business partners. Many of our CTE programs lead to Co-Curricular programs and skill development/performance opportunities and competitions. Our programs also lead to a variety of apprenticeship and intern programs. The accomplishments of these students are celebrated and are a source of pride for the district and community. We have a full CTE pathway in Visual Arts and our art studio is centered in the CTE facility. Our welding instructor has a background in welding/metals-related art and integrates this into his classes and projects. A weekly late start provides time for staff to collaborate and consider integrated projects.

8. What strategies do you employ to help facilitate effective transitions from middle grades to high school and from high school to postsecondary education?

A number of strategies are employed to transition 8th grade to high school. 8th-grade students work with



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their advisors to explore careers and consider long-range planning and pathway options at the high school. Families have opportunities to attend “8th Grade Parent nights at the high school and 8th graders make intentional visits to the high school in the spring for orientation. There is an opportunity for 8th graders to enroll in a summer transition program (8.5) designed to prepare them for the high school experience. A Link Crew is in place at the high school to provide peer support as students transition in. A 9th-grade success team is in place to track student progress and make early interventions for success as needed and students meet with an advisor for 30 minutes 4 days per week. Students stay with their advisor throughout their 4 years of high school and 9th-grade advisors coordinate specific strategies supporting 9th-grade success.

The high school College and Career coordinator organizes support for student transitions to post-secondary education. The coordinator organizes advisory lessons designed to facilitate long-range planning based on student college and career interests. They coordinate college information nights, FAFSA workshops, college visits, support for college applications, and support for scholarship applications. Many Courses at High School can be taken for college credit and our CTE programs and pathway programs can lead to college credit, industry certifications, and/or two-year degrees. All students take a College and Career Planning course.

9. How will you support, coordinate, and integrate early childhood education programs?

- Ready for Kinder holds 4-5 sessions for families with students who will be enrolling in Kindergarten the next year to support their transition.
- We offer a Jump Start program during the summer for incoming Kindergarten students.
- On-site tuition-based preschool morning and afternoon sessions 4 days per week. We serve 15-20 students from the region.
- We are working on partnerships with the Oregon Child Development Center in Woodburn and we coordinate to consider transitions.
- We coordinate with the WESD to provide Early Childhood Special Education services from birth-5 years.

10. How do you ensure students have access to strong library programs?

Each building has a robust library and a full-time staff person providing services.

Our library systems are supported by our Director of Teaching and Learning in collaboration with building



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principals. We enrich this with partnerships with local libraries and literacy nonprofits. Online access to library materials are available and utilized as well.

Our school libraries are located in the center of our schools. They are visited regularly by students and classrooms and instruction on accessing library resources is a regular part of orientation and learning routines at school. Schools offer library open houses twice per year that are well attended by students and families. An elementary school “Bilingual Book Bag Program” makes books available to families in Spanish.

11. How do you ensure students have adequate time to eat, coupled with adequate time for movement and play?

Elementary schools have a regularly scheduled, non-interrupted time to eat of 20 minutes, after which they have 20 minutes for recess. They have an additional two recess periods throughout the day. PE is scheduled regularly throughout the week as a part of the specials rotation.

Secondary schools have 30 minutes daily for lunch and optional recess time. PE and Health/Wellness are required courses for high school students and many students participate in elective PE courses and/or co-curricular activities that provide opportunities for movement and play.

CTE FOCUS

1. How do you provide career exploration opportunities, including career information and employment opportunities, and career guidance and academic counseling before and during CTE Program of Study enrollment?

Career exploration is central to the work and vision of the district and opportunities to explore careers occur in K-12 with more specific guidance and planning occurring through advisories at the secondary level.

The high school College and Career coordinator organizes support along with a strong and diverse CTE Team and Program. The high school College and Career coordinator organizes support for student transitions into and through our programs. The coordinator organizes advisory lessons designed to facilitate long-range planning based on student postsecondary and career interests. They also support the development of the high school curriculum guide that is explicit and informative in outlining the options and pathways for students. They coordinate information nights, workshops, field trips, and



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industry visits, support for job applications, mock interviews, apprenticeships, and internships, and support for scholarship applications as necessary. They also coordinate visits from industry partners through classroom visits, job shadows, and our career/trade fair(s).

Our program provides a variety of pathways and entry points for diverse learners. Many of our CTE staff come with industry experience. This has allowed for strong community and business partners. Many of our CTE programs lead to Co-Curricular programs and skill development/performance opportunities and competitions. Advisors are very involved in these co-curricular activities and the experiences support student experience in the field and networking. The programs lead to a variety of apprenticeship and intern programs. The accomplishments of these students are a source of pride for the district and community.

2. How will students from focal groups and their families learn about CTE course offerings and Programs of Study that are available?

Our Advisory curriculum at the high school is designed to be able to provide guidance and support for students and families over the 4 years they spend with their advisor. During advisory students and advisors are involved in 4-Year planning, forecasting, conducting student-led conferences, and college and career counseling.

Our college and career coordinator is bilingual and works with our family outreach coordinator (also bilingual) with intentionality to provide access to information related to opportunities and offerings at school. We have set intentional goals to increase the number of students from focal groups taking CTE courses and/or Programs of Study.

We have hired bilingual EL Program Teachers and case managers who also coordinate with students, families, and CTE staff. We have provided them time to work with students specifically around access to CTE and advanced courses. They also share our goal to remove barriers to access to CTE courses and programs.

A number of students from our focal groups participate in our summer programs. During this time we are able to extend career counseling services as well as support academic needs. It is our intention to use the opportunity this summer to offer CTE-related enrichment experiences.

At the high school, we have worked to integrate ELD services with required content courses leaving more



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room for electives. We are also offering World Language credit for students in an ELD course which also opens the schedule for more elective choices.

3. How are you providing equitable work-based learning experiences for students?

Importantly, our district offers a very wide range of work-based/career-related learning opportunities. Students may choose pathways and courses in, Business, Art, Agriculture, Health Science, Manufacturing, Construction, Computer Science, Cosmetology, Diesel Mechanics, Welding, Education, Woodworking, Robotics and Engineering, and Culinary Arts. Each of these pathways offers a variety of work-related experiences.

Additionally, each of our Juniors takes a career planning course through which they participate in career research, goal setting, employment foundations study, job seeking skills, resume preparation, job shadows, mock interviews, and personal assessments and reflections on skills, interests, and aptitudes.

Finally, our advisory curriculum and much of our campus are centered around career and college preparation. We have a number of Industry partners connected with our programs and we have remodeled them with industry-grade classroom experiences and equipment. Our recent hires have strong industry experiences and the combination of these elements represents a collective understanding of the experiences students need to be successful.

4. How will you prepare CTE participants for non-traditional fields?

We offer a robust range of CTE courses, pathways, and programs of study. We actively support and recruit students into non-traditional fields. Through our programs, trade fairs, guest speakers, etc., we specifically seek out and invite presenters from the field in non-traditional fields. Our industry partners are aware of this need and support our recruitment as well. Our Construction, Computer Science, Robotics, and Agriculture instructors are female. We believe these role models have been influential in recruiting more females into those courses and programs.

Our Robotics, FBLA, FFA, and SkillsUSA programs and co-curricular events have provided opportunities for broader participation and exposure to other students in non-traditional fields. We specifically seek out opportunities that highlight non-traditional career paths and invite these trade schools, etc. to our events, fairs, and classroom presentations. Our Career and College Coordinator support CTE teachers in coordinating events such as construction days, agriculture days, Robotics tournaments, etc. to allow



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larger access to students to these fields. In career planning, class guest speakers are brought in to highlight a variety of traditional and non-traditional careers to provide exposure to these pathways.

5. What activities will you offer to students that will lead to self-sufficiency in identified careers?

Each of our Juniors takes a career planning course through which they participate in career research, goal setting, employment foundations study, job-seeking skills, resume preparation, job shadows, mock interviews, and personal assessments and reflections on skills, interests, and aptitudes. The career planning course also includes financial foundations giving students an opportunity to explore the financial considerations related to specific careers.

Our advisory curriculum at the high school and to some extent at the middle school centers around career and/or postsecondary education planning. Again, a portion of the curriculum asks students to consider their path to self-sufficiency.

As students participate in Robotics, SkillsUSA, FBLA, FFA, Field Experiences with applied work experiences, job shadows, and mentors, they have opportunities to interact with those in the field who can share firsthand their stories, strategies, and pathways for becoming self-sufficient.

Ultimately, seniors in pathway programs make Senior Presentations based on what they have learned throughout participation in the program and how they will apply that learning to their future plans.

6. Describe any new CTE Programs of Study to be developed.

It is our intention to develop a Program of Study in Culinary Arts. We have recently hired a wonderful teacher with industry experience and are housed in a space that aligns with industry standards, thanks to our remodel. Our culinary courses are very popular and have really helped to increase participation by a wider range of students. We are also beginning a Human Resources Pathway (teaching) and we have begun putting in place a Bilingual Teacher Pathway program that many of our students are involved in at this time.

7. Describe how students' academic and technical skills will be improved through integrated, coherent, rigorous, challenging and relevant learning in subjects that constitute a well-rounded education, including opportunities to earn postsecondary credit while in high school.

The NMSD Strategic Plan and NMSD curriculum guides, maps, and revision processes were developed



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with these questions in mind. Common instructional frameworks are being used K-12 that guide rigor, relevance, engagement, and equitable participation in classrooms and pathways. We have chosen Zaretta Hammond's Ready for Rigor Framework to support our growing understanding of providing "opportunity to learn" for diverse students.

The High School Curriculum Guide is written, in essence, as a series of pathways based on the chosen path of our students. It includes clear pathways to 4-year colleges, 2-year colleges, and to Apprenticeship programs. It includes clear pathways to CTE programs on campus in Business, Ag Science, Manufacturing/Metals Technology, Information and Communication Technology, Visual Arts, Construction Technology and Woodworking, and Health Services. There are clear pathways described for access to CTE Programs of Study at Willamette Career Academy in Cosmetology, Diesel Technology, Health Services, Construction Technology, and Manufacturing Technology.

Within each pathway, the opportunity to earn postsecondary credit is made clear. There are 25 courses available for postsecondary credit at the high school and additional opportunities through WCA.

Students at the high school receive guidance and support in creating coherence in their learning from their advisors, their counselors, the career planning teacher, the college and career coordinator, and from mentors and coaches in their chosen programs, clubs, and activities. We believe that offering these diverse entry points and then supporting students through a coherent path provides each the opportunity to find their personal greatness.



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Goal 4 - Strengthen Systems and Capacity

1. What systems are in place to monitor student outcomes and identify students who may be at risk of academic failure? How do you respond and support the student(s) when those identifications and observations are made?

Each school has a Student Intervention Team. These teams focus on reviewing data, conducting file reviews, holding empathy interviews, and identifying students in need of possible interventions through the school-based MTSS system. This system has a referral process, allowing staff or parents to identify and recommend students for review. It is also the first step in the process of identifying students who may need specialized educational plans - such as a 504, IEP, or TAG Plan. These teams include teachers with specific training and expertise—including our Special Education Case Managers, SWEL Coaches (ELD Case Managers), and other specialists.

In addition, schools may have specific teams that review data, and design interventions for more large-scale/school-specific problems around early indicators—like grades, or attendance. These teams include Attendance Teams, the 9th Grade Success Team, and On-Track Monitors.

When a student is identified as needing specific support or interventions, then the team uses our Special Education, 504, or TAG referral process. They may also refer the student to the MTSS process to identify tier 2/classroom-based interventions. Our instructional coaches, and SWEL coaches, are then used to provide feedback and support to teachers to address the student learning needs in the classroom. These coaches also provide building-level support and professional development on instructional strategies to meet the needs of ALL students.

Finally, our PLCs engage in data cycles to review classroom-level data, and identify students in need of additional support, or potential referral to the Student Intervention Team.

2. What processes are in place to identify and address any disparities that result in students of color, students experiencing poverty, students learning English and students with disabilities being taught more often than other students by ineffective, inexperienced, or out-of-field teachers?

As part of our Strategic Planning process, North Marion adopted the ODE Equity Lens as a tool for reviewing decisions and systems impacting students. It is with this lens in place that we conduct a yearly



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review of our teacher assignments for the year. Following Division 22 guidelines, as well as regulations around highly qualified, we review licensure to ensure that students are taught by teachers that meet all state and federal requirements.

In addition, we conduct internal reviews of schedules and monitor key indicators like enrollment patterns (at the middle and high school levels), and student success rates/pass rates to determine if we have the right teachers in place to support student learning.

Finally, under the guidance of both our Director of Equity and Inclusion, as well as our Director of Teaching and Learning, we have an Instructional Coaching system that has coaches that are either content experts or English Language Development experts (SWEL). These coaches provide support to new teachers, or teachers looking for improvement in their practices.

3. How do you support efforts to reduce the overuse of discipline practices that remove students from the classroom, particularly for focal student groups?

North Marion has identified both Social Emotional Learning (SEL), as well as Culturally Responsive Teaching as key components of our district's beliefs and values. Both of these practices focus on building community and creating a sense of belonging as key components of a highly effective classroom. Staff have received training on SEL practices using Yale's Center for Emotional Intelligence program - RULER, as well as Sanford Harmony's program on Social Emotional Learning. New staff are offered ENVOY training, which focuses on student-affirming classroom management. We have also engaged in district-wide training on conflict resolution, and bias.

In addition, schools have employed programs that focus on supporting student behavior learning including Positive Behavior Interventions and Support (PBIS).

As a result, schools are developing discipline policies and practices that focus on restorative justice and collaborative problem-solving. Zero-tolerance policies have been replaced with practices that focus on teaching appropriate behavior, and keeping students in the classroom when possible.

In addition, our Student Intervention Teams review discipline data, and frequently share data with staff on behavior trends—including when we see patterns in specific demographic groups being overrepresented. Online tracking systems like SWIS allow for easy review and analysis of data.



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4. How do you facilitate effective transitions between early childhood education programs and local elementary school programs; from elementary to middle grades; from middle grades to high school; and from high school to postsecondary education?

Due to a lack of affordable preschool or childcare/daycare in our area, we are challenged to say we have a well-rounded early childhood transition, however, we do work with ECSE. We have a kindergarten open house in spring to inform parents about how to prepare their children to become students by fall.

Throughout the system, we have developed programs that help with the transition, and support relationship-building and connections between students. These programs include WEBB Leaders for the transition from elementary to middle school and Link Crew for the transition from middle school to high school.

In addition, each building has leadership teams that focus on supporting these transitions. This includes the Student Intervention Team at the middle school and the 9th Grade Success Team at the high school. These teams look at data and key indicators that may point to areas where additional support may be needed. Teams meet regularly to look at systems data, review students of concern and conduct empathy interviews to gain a greater understanding of the student's experience.

At the high school, we are also always preparing students for their next steps after high school. Our College and Career Center focuses on opportunities for students to learn more about life after high school. Our CCC Coordinator designs learning opportunities for students and families, including college visits, visits from industry professionals, evening programs to support families with the FASFA, as well as CTE Nights for families to learn more about careers in the trades.

5. How do you recruit, onboard, and develop quality educators and leaders? How are you recruiting and retaining educators and leaders representative of student focal groups?

In order to recruit quality educators and leaders, specifically those who are representative of our student focal groups, we have focused on building meaningful partnerships with organizations and programs. We partner with several universities and schools of education, including Western, to connect new teachers to our district, and also to connect potential teachers with a quality education. We also partner with local organizations like the Oregon Association of Latino Administrators and the Oregon Association of Bilingual Educators. This partnership connects us with potential employees, as well as provides us with learning opportunities so that we can continue to refine our systems to better support and nurture our educators



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once they are hired.

We have also begun a Bilingual Pathway Program, and offer coursework opportunities for current classified staff who may want to continue their career path into the classroom. This program also allows us to connect with current North Marion students who may be thinking about education as a career.

Finally, we work strategically and intentionally at recruitment events and job fairs, building connections with future staff and connecting them to our vision of equity for both our staff and students.

Once staff are hired, we are developing an onboarding process to help them understand where they now work—providing training on our strategic plan and our teaching and learning frameworks, as well as connecting them to our equity lens and our values of Community, Innovation and Learning, Diversity, Expectations, and Responsibility.

6. How do you provide feedback and coaching to guide instructional staff in research-based improvement to teaching and learning?

North Marion has a robust Educator Effectiveness program centered on the teaching standards of both The Danielson Group and the Center for Educational Leadership. Using the TalentED system, staff get immediate feedback on classroom observations, and walk-throughs, as well as an opportunity to provide additional information or evidence.

In addition, most buildings have an instructional coach, which participates in classroom observations and Instructional Rounds with their building principals. Through these observations, teachers receive individual feedback, as well as systems feedback.

Observational and feedback tools are aligned with our strategic plan, and principals participate in ongoing training to identify the instructional strategies aligned with the strategic plan and its goals.

In addition, the strategic plan centers around key instructional frameworks that align with research-based best practices. Staff participates in professional development throughout the year, and during the summer to support their professional learning on both the frameworks and the strategies to support them.

For example— we have engaged in a 2-year learning cycle with The Teachers Development Group focusing



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on mathematics instruction, and creating belonging in the math classroom. Teachers have received training, participated in coaching sessions, and observed studio classrooms.

7. How do you align professional growth and development to the strengths and needs of the school, the teachers, and district leaders?

The district has created a system that allows us to collect data that aligns specifically with our strategic plan. By identifying our key goals and objectives, we have been able to pinpoint specific key indicators that provide evidence of the health of the system, as well as point to areas of strength or need.

These data points are then aligned to key systems of data collection, including using our Educator Effectiveness system to gather teacher data, as well as data from classroom observations during instructional rounds with principals and district leadership.

Using this data, we are able to create building-level action plans that are aligned to the strategic plan. These plans are developed in collaboration with our building instructional leaders and focus on the specific educator learning that is needed to move the plan forward. Leaders review the data, as well as evidence from teacher empathy interviews, and narrow in on areas of focus and need. Principals work with the Director of Teaching and Learning, as well as their Instructional Coaches and Instructional Leaders to design and deliver or find resources and tools, for effective professional development for staff.

Feedback systems—including staff and student surveys, and professional development session feedback, also provide us with an insight into specific needs within the system or building.



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Needs Assessment

The following data was reviewed in order to inform and create our integrated plan.

Surveys

- Community Engagement: Staff Surveys
- Community Engagement: Students
- Community Engagement: Family Focal Groups Surveys
- Community Engagement: Community Partners Surveys
- DESSA or YouthTruth Survey
- School/ District Culture Surveys

Focus Groups

- Committee Participation by Parents/Community Members
- Empathy Interviews
- Pre-K + Early Learning Experiences
- IG Community Engagement Results
- IG Community Engagement Participation - Who was NOT represented?

District Systems Analysis

- School and District Calendars
- School and District correspondence with parents
- CTE Advisory Notes & Participation
- Accelerated Learning & CTE Dashboard
- Division 22 Report
- School Master Schedules
- Staff Prof. Development Calendar
- Internal and External District & School Committee Meeting Schedules, Agendas & Participation
- TSPC/District HR Department - Staff Credentials & Endorsements
- Recent personnel/program additions
- Staff retention & demographic data



North Marion School District Integrated Plan Application 2022-2023

District and School Based Data

- Student Discipline Data
- ODE District Website; unsuppressed Data Sheets with Five Common Metrics
- Program Participation and Academic Achievement of Focal Group Students
- District assessments (DIBELS, MAP, EasyCBM, iReady, DESSA, etc.)
- Advanced Course Participation / Enrollment Data
- Extra-Curricular Participation: Sports/Fine Arts/Club/Leadership
- Rates of Participation, Concentration in CTE
- 9th Grade On-Track Report
- Oregon Schools Data Dashboard, including CTE Explorer Dashboard
- Program Participation and Academic Achievement of Focal Group Students
- Local District Assessments & Data Points
- Regular Attendance Rates
- Staff Prof. Dev. Participation
- Academic Achievement of Focal Group Students

NORTH MARION
SCHOOL DISTRICT 15



STRATEGIC PLAN

2022 - 2025

*NORTH MARION, LEARNING TOGETHER TO
CULTIVATE LIFELONG GROWTH.*

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and Colonna Education Consulting Services***

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SUPERINTENDENT'S MESSAGE



Dear North Marion Community,

I am excited and proud to introduce a NMSD Strategic Plan that will serve to move us into the future. Over ten years ago, the North Marion Community engaged in a strategic planning process that led to the development of a facilities plan, a successful general obligation bond, major safety and security improvements in all buildings, renovation of the Career Technical Education center, track, gym, and the addition of a two-story academic wing at the High School. The previous Strategic Plan has been completed. So we started the process again.

Over the last three years the North Marion School District staff and our School Board gathered feedback from students, parents, community members, and staff on a variety of topics. We used varied approaches required during the COVID-19 pandemic years. The feedback we obtained strongly indicated that we needed to improve school programs, offer students more challenging learning experiences, be culturally responsive as we connect with our school community, and increase support for students with diverse learning needs.

We examined our student enrollment and demographics and discovered that our student population has changed significantly since the previous Strategic Plan. We also found that our enrollment has been in decline since 2015. This plan serves to address the concerns of families seeking access to enriched academic programs, access to affordable childcare, and access to world language and multilingual programs.

Next, we formed a Strategic Core Planning team with broad representation from our diverse school community. The team gathered additional information and reviewed survey results. Based on this feedback, the team developed our new mission, vision, and the core values that will guide us. An Implementation Team developed strategic goals, and identified the measures of progress we will use to hold ourselves accountable during implementation. Students who served on these committees played critical roles in establishing our mission, vision, and goals. They shared their hope for increasing our learning options and providing more personalized student educational experiences. Collaboratively, we created a challenging but attainable districtwide, three-year improvement plan.

I thank the Strategic Core Planning and Implementation Committees for their commitment to the process, for seeing it through to the end during challenging times, and for sharing their hope and ideas. A special thank-you goes to our student leaders who allowed us to see school through their eyes.

Sincerely,

Ginger Redlinger
Superintendent

DISTRICT STRATEGIC PLANNING TEAM

DISTRICT IMPLEMENTATION WORKGROUP

District Strategic Planning Team

Tami Badinger ~ Middle School Principal

Kira Barber ~ High School Social Studies Teacher

Jerome Colonna ~ Facilitator/Consultant

Rubi Contreras ~ Home Liaison/Migrant Recruiter

Jillian Daley ~ Communications Specialist

Alicia Fritz ~ Primary School Learning Specialist

Cory Gaub ~ Intermediate School Principal

Ime Guzman ~ High School Senior

Glenn Holum ~ School Board Chair

Allison Hunt ~ Primary School Principal

De Ann Jenness ~ High School Principal

Mark John ~ Middle School Science Teacher

Craig Johnson ~ Pastor of Christ Lutheran Church

Amanda Kahle ~ Middle School Financial Literacy,
Algebra Teacher and Instructional Coach

Diane Laubsch ~ Executive Assistant to the
Superintendent & School Board Secretary

Connie Lindsay ~ Marketing & Communications
Manager GK Machine

Cyndi Nelson ~ OSEA- Chapter 116 President

Irma Patton ~ Director of Equity, Inclusion, & Title
Programs

Rafael Pelaez ~ Family Outreach Advocate

Ginger Redlinger ~ Superintendent

Bill Rhoades Ed.D ~ High School Principal
of Teaching and Learning

Kymerlee Rhodes ~ -Primary School Teacher, Grade 1

Yadira Romero Navarro ~ High School Junior

Sara Wilson Hughes ~ PTO President (parent group)

District Implementation Workgroup

Jerome Colonna ~ Facilitator/Consultant

Charyl Dyer ~ Director of Special Programs

Allison Hunt ~ Primary School Principal

De Ann Jenness ~ High School Principal

Tiffany Kullowatz ~ Primary School Learning Specialist

Chelsea Landry ~ Middle School Instructional Coach

Connie Lindsay ~ Marketing & Communications Manager
GK Machine

Irma Patton ~ Director of Equity, Inclusion, and Title Programs

Ginger Redlinger ~ Superintendent

Bill Rhoades Ed.D. ~ High School Principal of Teaching
and Learning

David Sheldon ~ Middle School Principal

Tully Wagner ~ High School Social Studies Teacher

PROCESS USED FOR STRATEGIC PLAN DEVELOPMENT

The strategic planning work started in December 2021. It originated from Superintendent Ginger Redlinger and North Marion School District Board members' decision to undertake a comprehensive, 10-month, districtwide improvement process. A multi-year strategic plan was developed and will become operational in September 2022. It is scheduled to



continue through the end of the 2024-25 school year. NMSD contracted with Jerome Colonna of Colonna Education Consulting Services to facilitate the overall process.

The first step was to put a representative District Strategic Planning Team in place.

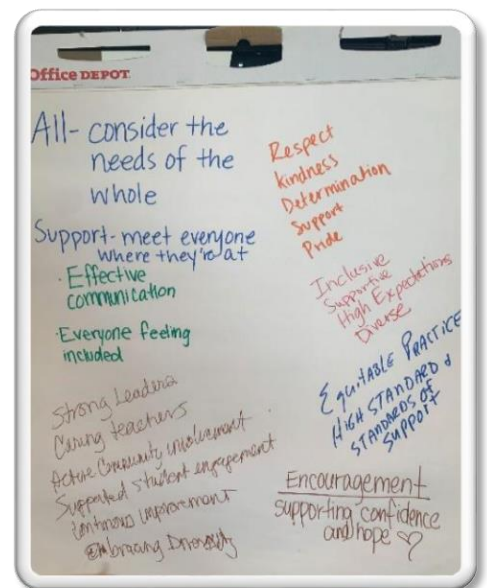
This 20-member team held six, five-hour meetings between December 13, 2021, and May 17, 2022. The initial task was to identify trends within the *North Marion School District Focus Group Report* to help guide the team in what improvements should be made based on comments from over 170

stakeholders.

The six focus group questions asked respondents about district strengths, what key improvements should be made over the next three years, what core values should form the foundation of the plan, how the district can better serve all students, what the district should do to create a greater sense of partnership with community members, and a final open question inviting any other comments.

Based on identification of major trends in the focus group report and meeting discussions, the planning team started developing the first four individual components of the report:

1. District Core Values
2. District Mission Statement
3. District Vision Statement
4. District Strategic Goals



The Strategic Core Planning Team completed its work after the strategic goals were drafted. Then Superintendent Redlinger appointed a new group, the District Implementation Team, to identify performance indicators for each goal, to select measurements for each performance indicator, to agree on accountability and monitoring guidelines and to



designate tasks to be completed in the first school year (2022-2023) of the multi-year plan. This second group completed its tasks during meetings on May 26 and on June 8, 2022.

In June and July two drafts of the plan were written. The second draft was presented to NMSD Board members, and modifications were made based on board recommendations. The plan then had final editing, design, and formatting, then was turned over to Yes Graphics for professional printing.



Presentations were scheduled for September through December in each NMSD school and for various representative groups throughout the greater North Marion School District community.

The completed document has a quick link on the front page of the NMSD website. <https://www.nmarion.k12.or.us/district/page/our-strategic-plan-2022-2025>.

STRATEGIC PLAN COMPONENTS AT A GLANCE

CORE VALUES

Community

Diverse cultures rooted in caring and collaboration

Innovation and Learning

Through a spirit of curiosity and creativity

Diversity

Will be our strength when all voices are valued, heard, and represented

Expectations

High standards with support for all students and staff

Responsibility

Each of us is accountable for our words, actions, and results

MISSION STATEMENT

North Marion, learning together to cultivate lifelong growth.

VISION STATEMENT

Communities engaged and unified in providing **all** students **equitable** access to their chosen path.

STRATEGIC GOALS

Implement rigorous and aligned Pre-K-12 curriculum standards, instruction, and materials that are culturally responsive.

Empower each student to develop skills across the curriculum in ways that build their confidence to challenge themselves.

Develop systems to expand the percentage of staff who are skilled in the use of culturally responsive practices that reflect the demographics of our community.

DISTRICT CORE VALUES

North Marion School District's fundamental beliefs and core values represent the ethics and ideals that form the foundation of its everyday culture. Agreed upon core values are the basis from which the district's work should be performed and how employees and volunteers are expected to conduct themselves. The District Strategic Planning Team and survey respondents identified several core values and beliefs. However, the five listed below were determined to be so essential that they will be systematized, districtwide over the three-year period that the new NMSD Strategic Plan is carried out. Even in Oregon's ever-changing economic and political landscapes these five core values should stay constant and influence all aspects of the NMSD's business. They represent the compass from which the district wants to navigate its mission, follow its vision, achieve strategic goals, measure progress, utilize resources, hire staff, and make major decisions.

After lengthy discussions in portions of four of its six meetings, the District Strategic Planning Team members selected the core values listed below. The *North Marion School District Focus Group Report to Inform the Strategic Planning Team*, completed in March 2022, was a helpful reference the District Strategic Planning Team (DSPT) used at each of its meetings.

North Marion School District is motivated and inspired by our community's shared core values.

Community... *Diverse cultures rooted in caring and collaboration*

Innovation and Learning ... *Through a spirit of curiosity and creativity*

Diversity... *Will be our strength when all voices are valued, heard, and represented*

Expectations... *High standards with support for all students and staff*

Responsibility... *Each of us is accountable for our words, actions, and results*

DISTRICT MISSION STATEMENT

A mission statement identifies the purpose of an organization, why it was founded, and why it exists. The statement below clearly communicates what has heart and meaning in the North Marion School District and was inspired by the two student representatives on the DSPT, Yadira Romero Navarro and Ime Guzman Martinez.

It is easy to understand, it is memorable, and it captures the district's culture in eight carefully selected words.

The NMSD mission statement was built from the many survey responses in the *North Marion School District Focus Group Report to Inform the Strategic Planning Team* and the new district core values. It is:



North Marion, learning together to cultivate lifelong growth.



DISTRICT VISION STATEMENT

“If you spend time researching the fundamental ingredients of any successful organization, one thing that immediately becomes apparent is a deeply ingrained shared vision.”

- **Ben Owens**
Education Week



The North Marion School District's vision statement is a concise description of what it wants to focus on during the next three school years (2022-2025).

The purpose of this vision is to inspire, energize, and motivate all parts of the organization. The vision is intended to serve as a guide for major current action and key future decisions. The statement focuses on the district's most hopeful, successful, and ideal future. It is not about what is already in place or what might easily be implemented.

The words challenge the status quo and influence significant districtwide system changes. Like the district mission statement, it is designed to say a lot in just 14 words. While the sentence does not indicate how NMSD will achieve its strategic goals, it does set a definite direction for the overall continuous improvement process.

The planning team selected conceptual ideas for the following vision statement from the *North Marion School District Focus Group Report to Inform the Strategic Planning Team*, new district core beliefs, and mission statement.

THE NMSD VISION STATEMENT

Communities engaged and unified in providing **all** students **equitable** access to their chosen path.

DISTRICT STRATEGIC GOALS, PERFORMANCE INDICATORS, AND MEASURES

Strategic Goals

If an organization wants to be successful, it needs to set challenging goals and achieve them on time. Without strategic goals, most organizations experience a lack of focus and direction. Goals provide benchmarks, so accomplishments can be measured. Goal setting was the most important part of The NMSD's overall strategic plan development. The District Strategic Planning Team limited the number of goals to only three so that what was selected will have a tight focus and resources will be aligned with actions to drive the district vision. An emphasis was placed on selecting three challenging improvements and doing them really well. These three goals were formed from and connected to the new district core values, mission statement, and vision statement. The key function of these three strategic goals is to guide achievement of the district's vision through the end of the 2024-2025 school year. *Being strategic is about making difficult choices regarding what to start doing and what to stop doing.*

Performance Indicators

Each new district strategic goal has three performance indicators and each performance indicator has three measures of progress. Performance indicators break goal efforts into manageable units and guide steps in the achievement action plan. They help define key tasks selected to accomplish the goals. Identifying the right performance indicators is a proven way to measure and assist what progress is being made toward achieving a specific strategic goal. Without a series of measurable performance indicators, the strategic plan would most likely fail, and the district would not have precise data to determine at what level it is achieving its goals. *Performance indicator progress is the most important measure of the plan to report to NMSD constituents and especially to school board members.*

Measures

To gain success, this strategic plan has to be monitored so that, periodically, each performance indicator can be accurately assessed. These measures are composed of quantitative and qualitative factors that gauge the progress being made. They not only show progress or lack thereof but they also provide a tool to determine if adjustments to the goals, indicators, measures, or dedicated resources should be considered.

First Year (2022-2023) Implementation of Strategic Plan

GOAL 1: Implement aligned PK-12 curriculum standards, instruction, and materials that are rigorous, relevant, and culturally responsive.

Performance Indicator 1a: Build capacity to align and assess common high-leverage instructional strategies throughout our PK-12 curriculum.

- Measures:**
- High-leverage instructional frameworks are identified and implemented.
 - Professional Learning Team calendars reflect time for grade level, department, and cross-building collaboration.
 - Professional learning plans include support for implementing common instructional frameworks for academic areas and for social and emotional learning.

Performance Indicator 1b: Determine and support best practices for implementation of the newly adopted English Language Arts (ELA) curriculum and materials.

- Measures:**
- ELA projection maps are reviewed and revised to reflect new standards and materials.
 - Professional learning plans for implementing new materials are developed.
 - Monitor implementation and level of use of new materials.

Performance Indicator 1c: Apply a culturally responsive framework to the process for the adoption and implementation of K-12 mathematics curriculum, instruction, and materials.

- Measures:**
- A standards revision and materials adoption process that applies a culturally responsive lens is developed and timelines are established.
 - A K-12 mathematics steering team is established.
 - Curriculum standards and instructional practices are reviewed and refined and instructional materials are selected that support them.

GOAL 2: Empower each student to develop skills across the curriculum in ways that build their confidence to challenge themselves.

Performance Indicator 2a: Build capacity to use practices that develop a growth mindset and to use tools to recognize and assess growth mindset in our students.

- Measures:**
- Professional learning systems integrate practices for building a growth mindset.
 - Frameworks for common growth mindset practices are established.
 - Tools are developed for assessing and recognizing growth mindset behaviors and dispositions.

Performance Indicator 2b: Establish common instructional frameworks that build our capacity to provide access to high levels of learning for students in our multicultural and multilingual community.

- Measures:**
- An Implementation plan for school-wide English Learning practices is developed.
 - Instructional frameworks for school-wide English Learning are established.
 - Instructional approaches and/or frameworks for culturally responsive teaching are established.

Performance Indicator 2c: Establish and implement an aligned and coordinated PK-12 professional development/learning plan designed to build capacity in areas of instructional focus.

- Professional learning team plans reflect alignment to strategic planning goals and areas of instructional focus within content areas.
- Instructional leader roles are aligned to support areas of instructional focus in the strategic plan.
- The Director of Teaching and Learning roles and responsibilities are aligned to support areas of instructional focus in the strategic plan.

GOAL 3: Develop systems to expand the percentage of staff who are skilled in the use of culturally responsive practices and that reflect the demographics of our community.

Performance Indicator 3a: Prepare our school community for implementation of our strategic plan using varied types of communication, through our professional learning sessions, and our parent engagement activities.

- Measures:**
- A plan for communicating elements of the NMSD Strategic Plan is developed and implemented.
 - A calendar for implementation of goal 3 actions is developed.
 - A plan for teacher/parent communication regarding goal 3 is developed.

Performance Indicator 3b: Develop a year-long equity plan that includes systems, strategies, and partnerships for recruiting, training, and retaining quality staff.

- Measures:**
- Culturally responsive practices for staff recruitment and hiring are researched, planned, and implemented.
 - Bilingual Teacher Pathway program opportunities are expanded.
 - Culturally responsive practices for retaining staff are researched, planned, and implemented.

Performance Indicator 3c: Revise and refresh NMSD Human Resources systems and processes for hiring and supporting high-quality staff within the context of our district culture, values, and identity.

- Measures:**
- An audit of NMSD Human Resources systems is conducted.
 - Models of highly effective human resource systems are researched.
 - NMSD Human Resource Department systems are revised to reflect audit findings and best practices in the field.

IMPLEMENTATION AND ACCOUNTABILITY

As mentioned to the NMSD School Board and District Strategic Planning Team at the start of this process, most strategic plans do not achieve their stated goals. According to research in the field, only about **20%** of all public and private sector plans are fully implemented on time. Accountability measures must be put in place to ensure implementation steadily progresses. During the implementation process, it is essential to monitor the success and challenges of the goals, performance indicators, and important metrics.

Periodically it may be necessary to retool the plan and its assumptions if any element is not progressing satisfactorily. *It is important to remember that creating a written strategic plan is the easy part in comparison to the difficulty of achieving district goals through implementation of the performance indicators and properly applying the indicator metrics.*

This plan was created to be successful. The following list of best practices may be helpful in assisting the district in meeting its strategic goals by the end of the 2024-2025 school year.

- ▶ The plan involves new responsibilities and a significant number of additional resources. District leadership should determine what it is currently doing now that it could stop doing once the NMSD Strategic Plan implementation starts.



- ▶ It is recommended that the School Board hold the Superintendent accountable for showing districtwide, measurable progress on the overall Strategic Plan. She should hold individuals in charge of specific goals and performance indicators accountable for gaining measurable progress for the specific goals and/or performance indicators they lead.
- ▶ This plan should be carefully reviewed and modified as necessary on or before mid-April of each school year. The Superintendent, at least one board member, and members of those involved in the development of the plan should form a team to provide oversight and evaluation of implementation.
- ▶ The early communication of this plan should include teacher leaders, classified staff, and team members in partnership with the School Board and administrators.

- ▶ The NMSD General Fund Budget should be aligned with the plan's resource needs for each year of the plan.
- ▶ It is recommended that periodically, professional learning community time at each school be used to discuss Strategic Plan progress. Findings could then be reported out to all school faculty, then to the Strategic Plan Oversight Committee, and on to school board members.
- ▶ Ideally, the district should carry out actions based on specific strategies detailed in this plan and be responsible for comprehensively collecting and analyzing data to measure progress. Every four months, school board members should receive progress report presentations that include the following information for **each** performance indicator:
 1. The amount of progress made since the last report based on measures specific to each indicator,
 2. The challenges encountered with facilities, technology, funding, professional development, etc.,
 3. Recommendations for possible modifications of performance indicators, measures, and/or strategic goals; and
 4. An outline of planned activities from the date of the most current report up to when the next report will be presented.
- ▶ It is recommended that each quarterly progress report be posted on the school website, shared with media, and communicated to constituents.



APPRECIATION, THANK YOU, AND CONCLUSIONS

A well-deserved thank-you goes to all those who contributed to the December 2021 through September 2022 process involved in creating this *District Strategic Plan for the 2022-2025 School Years*. This includes the more than 170 people who participated in the district survey conducted in February and March of 2022.

A special thank-you is sent to members of the District Strategic Planning Team and District Implementation Workgroup, Executive Secretary Diane Laubsch, and Communications Specialist Jillian Daley.

This strategic improvement effort would not have been accomplished without the visionary commitment of North Marion School District's Board of Directors, Superintendent Ginger Redlinger, and Principal of Teaching and Learning Dr. Bill Rhoades and their desire to invest time, energy, innovative thinking, and the necessary resources to a three-year, districtwide improvement process.

This report provides a combination of new values, renewed purpose, and challenging goals for prioritized, large-scale improvements. It communicates clarity for the forward direction of the district by aligning the NMSD Board of Directors with the Superintendent, each of the four district schools, and district staff.

The alignment will strengthen over time through widespread agreement on the new vision and as progress is being made on the three strategic goals.

Implemented with fidelity, this NMSD Strategic Plan can result in additional use of long-term perspectives, greater productivity, clearer communication, improved decision-making, and more efficient use of resources. In addition, it can attract students, potential employees, and outside funding for the district.

Most importantly, it can lead to increased access, opportunity, and achievement for the students of the North Marion School Community.

This NMSD Strategic Plan provides a focused direction for what North Marion School District wants to become and how it can get there over the next three school years.



NORTH MARION
SCHOOL DISTRICT

20256 Grim Road NE
Aurora, Oregon 97002
503-678-7100
www.nmarion.k12.or.us

*Proudly serving the communities of Aurora, Broadacres,
Butteville, Donald, Hubbard and Woodburn*

**Place Currently Not Set
Traffic Survey Summary**

Location: Hwy 99E / Orchard Ave
 Start Date: 11/8/2023
 End Date: 11/14/2023

Zone: Highway
 Start Time: 16:57:52
 End Time: 16:20:27
 Travel Direction: N

Speed	1 - 19	20 - 21	22 - 23	24 - 25	26 - 27	28 - 29	30 - 31	32 - 33	34 - 35	36 - 37	38 - 39	40 - 999
Volume	700	76	85	87	141	301	473	720	988	1416	1606	12499
% of Total	3.66%	0.39%	0.44%	0.45%	0.73%	1.57%	2.47%	3.77%	5.17%	7.41%	8.41%	65.46%
									Total Vehicles: 19092			

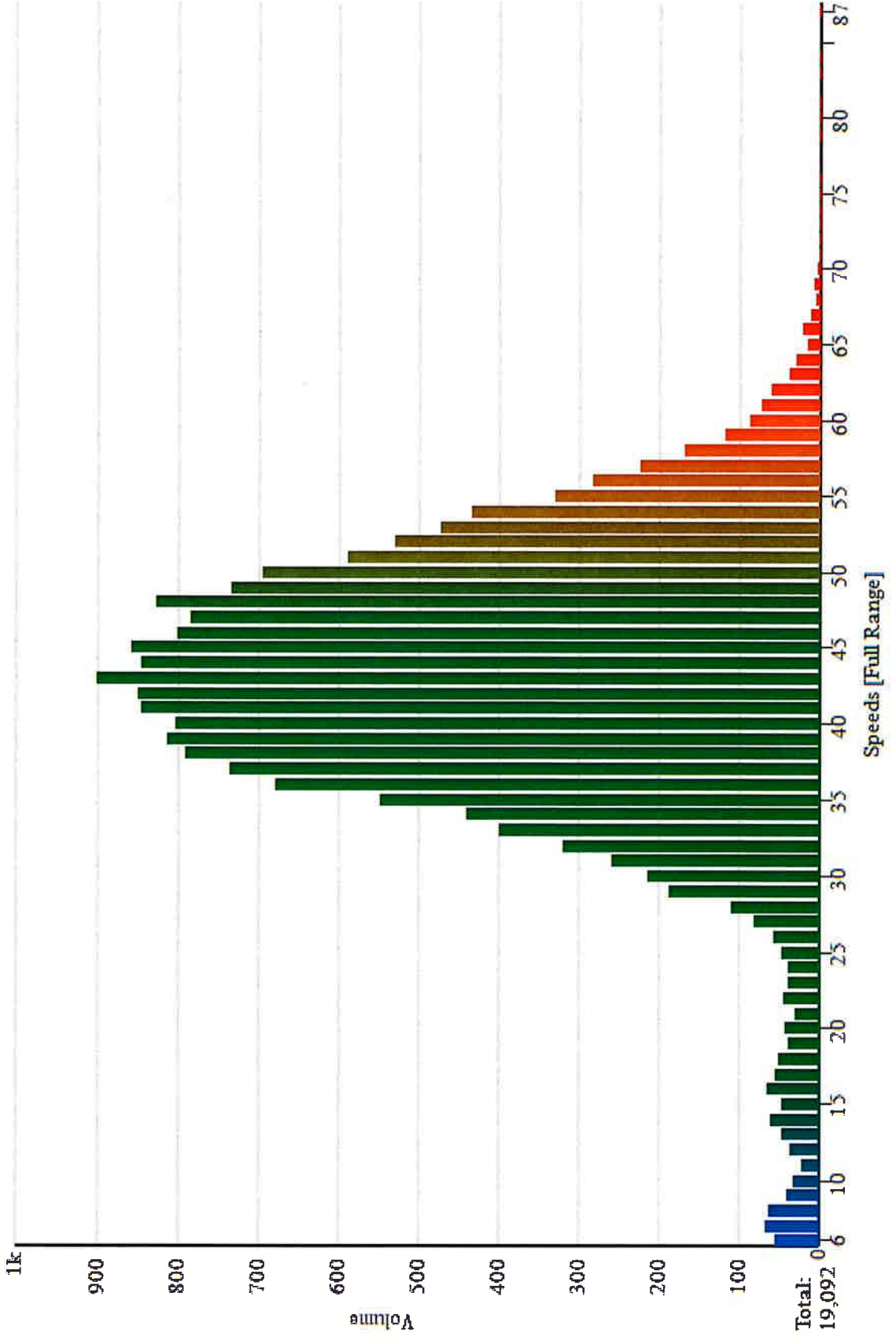
Speed Statistics		10 MPH Pace		Number Exceeding Limit				
Posted	35	Pace Speed	39 to 48	Speed	35+	45+	55+	Total
#At/Under Limit	3571	# in Pace	8334	Number	8128	6203	1190	15521
# Over Limit	15521	% in Pace	43.65%	Percent	42.57%	32.49%	6.23%	81.29%
Average Speed	42.34	85% Percentile	52					

Place Currently Not Set
Speed/Volume Graph

Travel Direction: N

Zone: Highway
Speed Limit: 35 MPH

Location: Hwy 99E / Orchard Ave
Dates: 11/8/2023 to 11/14/2023

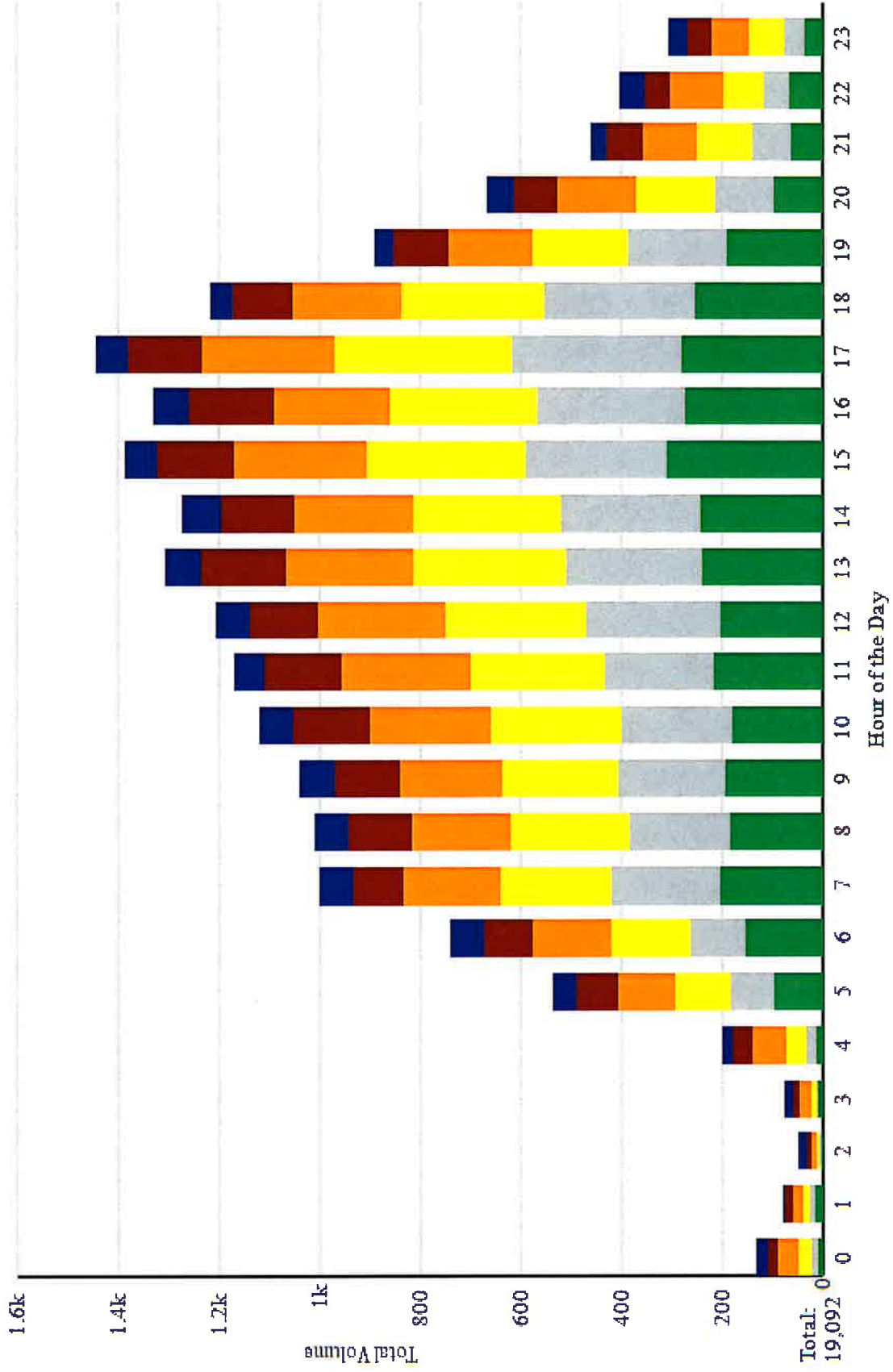


Place Currently Not Set
Speed/Time/Volume Graph

Location: Hwy 99E / Orchard Ave
Dates: 11/8/2023 to 11/14/2023

Zone: Highway
Speed Limit: 35 MPH

Travel Direction: N



**Place Currently Not Set
Speed/Time/Volume Graph**

Location: Hwy 99E / Orchard Ave
 Dates: 11/8/2023 to 11/14/2023

Zone: Highway
 Speed Limit: 35 MPH

Travel Direction: N

