

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE BURNS CITY COUNCIL**

Burns City Council  
Workshop  
May 18, 2021

The Burns City Council held a workshop on May 18, 2021 at Burns City Hall from 4:00 p.m. to 8:00 p.m. Members present were as follows:

Mayor: Jerry Woodfin  
Councilors: Jen Keady  
Jen Hoke  
Heather Smith  
Judy Erwin  
Christy Rivera  
Brad Herrera - Absent

Also, in attendance were City Manager Dan Brown, City Clerk/Municipal Judge Dawn Crafts, Public Works Director Michael Berry, Fire Chief Scott Williamson and from the public Forrest Keady and Tori Schmidt

Mayor Woodfin and Council President Hoke were not present until later in the workshop so Councilor Rivera opened the workshop and turned it over the CM Brown.

CM Brown welcomed everyone and stated that he invited Tori Schmidt with Sage Designs to talk to the council about designing a brand/logo.

Tori thanked CM Brown for inviting her. She stated that she is excited to be doing the logo for the City of Burns and that there have been a lot of outside people looking into Burns.

She stated that she would like two logos that you absolutely hate and two logos you really like from each councilor plus we need to work on a color scheme.

She stated that in coming up with a logo, you need to consider what it is about Burns that we're trying to show the outside community and what would people want to come here for.

She stated that she will create a folder for each councilor to put their picks into and once she has received all the information it should only take her 1 – 2 weeks to design some logos to choose from.

There was some discussion.

CM Brown would like everyone to have their information to Tori by May 28, 2021.

CM Brown also informed the council that during the Skull 120 he is going to allow the bikers to camp at Memorial Park for one night.

CM Brown stated that so far to date, we have accomplished our Mission, Value and Vision Statements.

We then talked about what we thought our strengths, weaknesses, opportunities and challenges were.

Strengths: Economic Development, leadership, technology, revitalization, mission, vision, value statements, loyal long term employees, participation, team work, hospital/medical services, teachers, schools, 4H/FFA, fairgrounds

Weaknesses: City/County Planning Dept., outdated resources, infrastructure, revenue, lack of youth activities, housing, reputation, division, skilled labor force, flood plain, retail stores, school buildings, volunteers

Opportunities: Grant money, Partnership formations, leadership, open lands – space, revitalization, Educational opportunities/Internships, growth of UGB, isolated/frontier, airport, volunteer programs

Challenges: Lack of buildable land, absentee property owners, nuisance properties, no teeth in enforcement, naysayers, broadband, isolated/frontier, streets/infrastructure, attract low income, volunteers

He stated that he has budgeted to hire a part time city planner in July that will be shared with John Day. They would work two days here, two days in John Day and have Fridays off. Hopefully this will take care of a lot of the blighted areas.

He also stated that we need to look at the growth of our urban growth boundary (UGB). He stated that 450+ acres are in the boundary of the Burns Paiute Tribal land's so the city receives no tax benefits for it. He's going to find out if there is anything we can do such as push it outside of the UGB and then ask the state for other land.

He stated that if we form a Urban Renewal Agency, we can put 25% of blighted properties within city limits into it and anything that's improved on the city will reap the benefits by receiving the taxes on.

He stated that we are in a good place right now to do this because we have very little debt and approximately \$170,000 set aside that we can use for the start up funds. He stated that there are several steps to go through but should only take approximately 4 – 5 months.

He stated that he has also talked to the Airport managers about starting a rental car business using city cars.

CM Brown showed different strategic plans from different cities.

The group worked on Smart Goal Planning worksheets.

Smart Goals help improve achievement and success. A SMART goal clarifies exactly what is expected and the measure used to determine if the goal is achieved and successfully completed.

After completing their forms, the council came up with the 3 following goals to work on over the next three years:

Goal #1: City Wide Beautification

Measurement/Assessment:

- a. Code Enforcement
- b. Lead by Example
- c. Education

Attainable/Achieve:

- a. Hire Enforcement Officer
- b. Use Social Media
- c. Provide Neighborhood Dumpsters
- d. Talk to Dump about their hours
- e. Offer incentives, prizes, etc. for yard of the month

Expected Result: Clean and Vibrant Community

Time Frame: 50% of blighted areas by the end of Fiscal Year 21-22

Goal #2: Establish an Urban Renewal Agency

Measurement/Assessment:

- a. Adoption of Economic Opportunities Analysis (EOA)
- b. Planning/Zoning Master Plan

Attainable/Achieve:

- a. Notify DLCD, file paperwork, advertise, hold public hearing, adopt EOA
- b. Determine number of blight properties
- c. Hire Land Use Planning Consultant

Expected Results: To create more buildable lands and clean up blight.

Time Frame: By December 31, 2021

Goal #3: Infrastructure:

- Water
- Sewer
- Streets
- Safe Passage
- Broadband
- Airport
- Transportation Growth Management Plan(TGM)

Measurement/Assessment:

- a. Water Master Plan
- b. Updated Water Meter Reading System
- c. Well Buildings
- d. Fire Hydrants
- e. Sewer Master Plan
- f. Broadband
- g. TGM – Safe Passage (sidewalks, bike lanes)

Attainable/Achievable:

- a. Water Master Plan in Phase 1
- b. Water Meter Reading System in process
- c. Replace 5 fire hydrants per year
- d. Well buildings in process of being updated

- e. Conduit for Broadband can be installed during Water Master Plan construction
- f. TGM – Safe Passage – during next year’s paving project
- g. Sewer Master Plan

Expected Result: Water Lines replaced with larger lines, meters read more efficiently with less water waste, fire hydrants all the same model, derelict well buildings remodeled to lead by example, install sidewalks and bike lanes for pedestrians, have broadband installation readily available for economic vitality and get ahead and prepared to update the Sewer Master Plan.

Time Frame: Some currently, others over the next 5 years.

There was some discussion.

The council likes the outlay of the Harrisburg Strategic Plan.

CM Brown stated that he will get to work on and have a rough draft of a strategic plan to the council in 2 – 3 weeks for them to look at and give him feedback on.

There was no further discussion.

Mayor Woodfin closed the workshop.

Councilor Hoke move to adjourn at 7:40 p.m. Councilor Erwin seconded. All ayes.