

MINUTES OF THE REEDSPORT CITY COUNCIL WORK SESSION
JANUARY 8, 2024 AT 6:00 P.M. VIA ZOOM & IN PERSON

PRESENT: Mayor Linda McCollum
Councilors Chuck Miller, Allen Teitzel, Rich Patten, Debby Turner, and Rob Wright
(Student Councilor Hayden Adams was absent)
City Manager Deanna Schafer

OTHERS PRESENT: Dep. City Recorder Christina Crockett, Finance Director Michelle Fraley, Public Works Director Kimberly Clardy, Police Chief John Carter

WORK SESSION: Mayor McCollum opened the work session at 6:00 P.M.

A. City update from City Manager Deanna Schafer.

City Manager Deanna Schafer briefly reviewed projects completed in 2023, projects ongoing into 2024 and future projects intended for 2025. The projects included:

Projects Completed 2023

- Paving projects: 16th Street was fully reconstructed with funds contributed from Urban Renewal District Funds (City) a Douglas County Industrial Development Grant and the Prism Development (Developers of the adjacent apartment complex). Several areas of Maple Ct. were also reconstructed and paved.
- Bumble Bee boat launch improvements continues with this year the Oregon State Marine Board granting funds to enlarge rock and compact the parking area to improve drainage. A mural is in process and the first phase was completed but then delayed by graffiti damage. The perpetrator was caught on camera (one of the previously OSMB funded projects). Discussions have begun to potentially enhance the non-motorized launching ability along with other improvements to the waterfront. Most notable would be restructuring the docks in front of the UDC to incorporate a fishing pier.
- Rainbow Plaza was also graded and rocked as part of the OSMB small grant with funds contributed by the Reedsport Chamber of Commerce as well.
- ODOT ADA improvements are continuing along Highway 101 and appear to be mostly complete. The City has received citizen's comments from the improvements concerning improvement of quality of life.
- The City acquired the lot at 174 N. 18th from Douglas County as a donation. The City completed a Request for Proposal and awarded a project to demo structures, level and rock the lot for future improvements.
- Staff completed the excavation and rocking of Crestview Dr. hill which has caused damage to the road and the drainage gutter as water can pool in certain areas allowing it to cause deterioration. We will continue to monitor

the fix.

- A Business Oregon Seismic Rehabilitation project was completed at the Turner Station Fire Department.
- Staff has been successful in getting two street lights powered on in the Providence Subdivision.
- The City of Reedsport was able to hire a Chief of Police, welcome Chief John Carter and a Lieutenant, Lt. Bill Cutshall which replaces the previous Sgt.
- The City established and passed a 2.5% increase in local Transient Room Tax 30% of which can be retained for City Services and 70% is for tourism promotion.
- Staff was able to create a new position partly funded with **TRT** money and partly Urban Renewal District-Main Street funds. This person will work on compliance with the Oregon Main Street Program and tourism related projects.

Projects Ongoing into 2024

- The City is proposing to enter into a five year lease with Reedsport Collective, formerly Project Blessing for use of the building at Lions Park.
- The City is proposing to enter into a contract for fuel services with Tyree Oil for Cardlock use.
- The fire station addition design was completed by ZCS Engineers & Architects and staff has identified funding sources for the future expansion.
- The acquisition of Crestview Road as identified in the 1976 Covenants and Restrictions for the Alderwood Homeowners Association is awaiting 3 final signatures of the 17 homeowners.
- The Master Height Water Tower was cleared and a road punched in awaiting future funding for completing the project. The next phase will be design of the Water Tower.
- The design of the City Shop expansion is nearly complete and the next phase will be to continue saving and looking at options to fund the project.
- The City received \$3.7 million from Business Oregon for Seismic Rehabilitation Grants for both Police and Fire Departments which also includes some remodeling of the Police Station for modernization.
- The City continues to move forward with the Levee Rehabilitation project. Due to a delay of the County finishing the Natural Hazard Mitigation Plan for the area, the City was not able to obligate the FEMA grant for \$4 million as was awarded in 2023. Now that it is in the final stages of review by DLCD, the City was able to submit a request for an Extraordinary Exception to allow us to finalize the funding request. What this does is give us a year to complete the NHMP.
- The proposed Riverside RV Park on Port Dock Road continues with discussions regarding signage, wastewater capacity, zone changes, and the planning application. The owners are moving forward with the project, it has just taken a little longer than anticipated getting approval from the different agencies.

- Staff has been working with the Planning Commission and the City Council to review the ordinance(s) governing vacation rentals in the City. Now that the Housing Needs Analysis and Buildable Lands Inventory is complete by FCS Group and adopted by reference, the Council will be able to incorporate the results into the Comprehensive Plan. The next step will be to adopt policy revisions to the applicable code and set a fee for the building inspection by resolution.
- Staff continues to review and renew the Comprehensive Plan for future development.
- Staff continues to maintain contact with representatives at DFN for the proposed Fiber Installation across the Umpqua River.
- Staff continues to maintain information on the possible sale and development of the industrial lot in Gardiner that was the former home of the International Paper Mill.
- Staff continues to keep apprised of miscellaneous land acquisition opportunities with redevelopment potential.
- The City received a \$2.3 million dollar CDBG grant for the Forest Hills Pump Station and Force Main Improvements at 22nd Street and Bicentennial Park. The project is underway and anticipate a completion date of early 2025.
- Staff has received authorization for the installation of an ozone treatment that will be used during identified times of turnover to potentially eliminate the taste and odor issues with the City's water. It has been ordered and should arrive shortly.
- The City purchased a new back-up generator for the Clear Lake water plant and is it is all hooked up awaiting an arc flash study that will allow Peterson Cat to complete a startup.
- The City is continuing engineering of a by-pass so that the last Pressure Relief Valve can be rehabilitated and maintained in the future.
- The City engineer of record, Dyer Partnership continues to design a water line system in Winchester Bay. This will accomplish moving services to a new line, increased fire protection on Lighthouse Road and new services out to Triangle Campground. Douglas County is paying for the design and the improvements and anticipates having the project out to bid this spring with fall construction. The City has pledge approximately \$100,000 towards the project that has been estimated at \$5-7 million.
- The ODOT FLAP application to complete the engineering to complete the multi-nodal trail between Deans Creek and Winchester Bay was not selected for award last year and staff will reach out to ODOT and see if they intend to reapply this year.
- Staff has identified several locations that would benefit from a public restrooms including Bicentennial Park and Myrtle Grove Park. The City will submit an application to the Oregon Parks and Recreation Department during the spring 2024 grant cycle. The City had intentions of placing an additional public restroom at Rainbow Plaza, however the City could not utilize OPRD funding for that project since there is already one at the boat launch.
- The 10-year franchise agreement with Charter Communications is set to expire

this year. The City hired outside counsel with expertise in franchise agreements whom determined that the proposed agreement from Charter contained an extensive amount of changes that were not disclosed. This is ongoing and is being dealt with by outside legal services.

- ODOT is continuing the traffic study for the proposed "Fly-Over" on Highway 38 and E. Railroad. ODOT has identified a firm that is completing a traffic study that includes an engagement plan for community involvement which also includes a page on the City website dedicated to project updates and community involvement. This study is almost complete and will include a community open house on February 1, 2024 at 5:00pm.
- ODOT has finished the engineering plans for the proposed construction of the revisions to Highway 101 in uptown. Staff was in contact with ODOT last month whom is still expecting to have the project out to bid by this spring with the striping portion completed before the summer/holiday traffic.
- ODOT has prioritized the installation of the overhead light at Winchester Avenue and allocate the money from the City for those projects. ODOT will incorporate the requested light at 13th and 19th Street into the construction project in uptown.
- Staff was successful in working with Coos Forrest Protective Association and Stunzner Engineering to complete a defensible space survey of diseased, damaged and or dangerous trees on City property adjacent to homes and was awarded an Oregon State Fire Marshall grant. The project is nearly ready for a public kick off and a community meeting will be scheduled soon. The goal is to have the work completed by fire season.
- Staff received a grant from the Oregon Drinking Water Protection Department to conduct a timber survey/appraisal and forest management plan regarding the forests specifically surrounding the water plant due to concerns of the potential devastation to our plant and the watershed itself should a wildfire occur on or adjacent to the water plant. The lone parcel of land that is not owned by the City or other governmental agency will be included to establish a value and recommendations for management should the City be able to negotiate a purchase or conservation easement with the owners.
- Staff is working with a firm to complete a substantial amendment to the Urban Renewal District Plan which will extend the district for additional years in order to complete aspects of the plan that have not yet been finished. The project is nearly complete and is proposed to add commercial property to the district boundary.

Near Future Projects - 2024-26

- Levee Rehabilitation project to be out for bid by the fall of 2024, some in-water work may be completed in November.
- The City's lease with Douglas County for the Landfill is expiring in 2024. The County has a new Public Works Director and the City will negotiate a new lease.
- The City Sewer Master Plan expires in 2024.
- The City Water Master Plan expires in 2026 and City staff will continue working with The Dyer Partnership Engineers and Planners to implement a new plan

that meets state requirements prior to deadlines. This will also include a Water Conservation Management Plan.

- The City will be completing a Utility Rate Study in the near future.
- Staff will continue to advertise for citizen volunteers to complete a committee to begin reviewing the City Charter and recommending revisions to the City Council to be voted upon by the citizens at a future election.
- The City will be completing a Request for Proposals for a City Attorney.
- Three City Council positions and the Mayor positions will be expiring at the end of 2024.
- Side walk and Street Lighting is planned for Rainbow Plaza in the near future.

Mayor McCollum adjourned the work session at 6:55 p.m.

Mayor Linda McCollum

ATTEST:

Deanna Schafer, City Recorder