

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION NOVEMBER 5, 2012 7:00 P.M. CITY HALL COUNCIL CHAMBERS.

PRESENT:

Mayor, Keith Tymchuk
Councilors Bill Otis, Kathi Wall-Meyer, Bill Walker and Diane Essig (Councilor Mike Macho was absent)
City Manager, Jonathan Wright
City Attorney, Steve Miller

OTHERS PRESENT:

Deanna Schafer, David Courtney, Portia Harris, Ron Kreskey, Jacque Potter, Martin Reece-Sullivan, Merle Hausmann, Debbie McKinney, Deborah Yates, Fred Jaquot, Kathleen Miller, Susan Martin, Linda McCollum, Ruthanne Skinner, DeeDee Murphey, Linda Stevens, Charmaine, Vitek, Bill Whitney, Ronald Thompson, Bill Knerr, Doug & Cindy Farber, Jeff Kireik, Ike Launstein, Allen Teitzel, Jerry Schneider, Jessica Loyld-Rogers, Kent Abendroth, Scott Keillor, Harold Rose

CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

None.

2. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. Mayor Keith Tymchuk read a National Rural Health Day Proclamation.
- B. Mayor Keith Tymchuk read an Annual Sale of Buddy Poppies by Veterans of Foreign Wars Proclamation and presented it to Veteran Bill Whitney.
- C. Mayor administered a ceremonial Oath of Office to Police Officers Aaron Gardner and Ryan Fauver.
- D. Kaety Hildenbrand of NNMREC/Oregon Sea Grant to present on potential siting.

Mayor Keith Tymchuk introduced Ms. Belinda Batton director of the NNMREC Center at Oregon State University and Ms. Kaety Hildenbrand of NNMREC and Oregon Sea Grant. He said that they are here to present to the community concerning the siting of a potential wave energy testing site called a Pacific Marine Energy Center (PMEC) off of Gardiner Oregon. Two potential areas have been identified as possible sites, Newport, Oregon and Reedsport, Oregon.

Ms. Batton said that the PMEC will be developed to test utility-scale wave energy devices. She said that it is anticipated that companies will test devices capable of producing 1 mega watt of wave energy. There is an existing site in Hawaii but it doesn't test the same kind of devices and Hawaiian waters are not as full of energy as the waters off of the coast of Oregon. Ms. Batton said that the United States Energy Department has granted 4 million dollars to start this effort and that money has been matched by non-federal sources. Ms. Batton said that this is a huge opportunity for Oregon. The two sites have been selected because of the potential to satisfy the criteria that is needed. Siting committees will be formed in both Newport and Reedsport because there is a need for each community themselves to come up with what they think are the best sites to meet the criteria.

Ms. Kaety Hildenbrand said that the site process is developed so that communities can come up with the actual sites. She said that at this point they have communities of interest, not maps or actual sites proposed. That will be the site team's job. She said that Reedsport has been really ambitious and they have received several applications back already. These applications represent local government, economic development and people from the hospital and education. She said that they are still short on applications from ocean users. There has been some interest but no actual applications yet. The teams will meet in November and probably December. The goal is to have a site picked by the end of the year or very soon after. She said that they recognize that not every item or potential issues will be worked out by then but really they just need to know what the community knows or doesn't know about that the potential site.

Mayor Tymchuk asked if Council or any audience members would like to ask these two ladies any questions. He said that the first siting committee will meet the following Tuesday at the Port of Umpqua Building.

Mr. Stuart Shupeltz of Deans Creek Rd, Reedsport, Oregon said that he is a local commercial fishing boat owner; he has been in a fishing family for 33 years. He said that he supports technology but would like the public to be aware of the potential long-term impact to the fishing families in our community. He said that while the test sites are small and may not have a huge impact on the area, the long-term large-scale projects (not just in this immediate area) could eventually drive fisherman out of valuable fishing grounds. He said a full-scale project has the potentially of putting people out of business. He currently employs several people and if he has to move out of the area to search for fishing grounds it will impact those families. He said that he hopes that the agencies involved and the fishermen can work together and keep the projects manageable.

Ms. Hildenbrand said that she had been given Mr. Schupeltz's name previously as an interested party and would like to invite him to join the siting team.

Mr. Kent Abendroth asked if the project includes any type of tourist outreach such as a visitor center.

Ms. Batton said that there is the potential in this project to provide a facility that could serve as an information center to teach people about the environmental, social effects and the technical effects

of wave energy research. OSU feels that it is important to convey what they learn back to the public.

3. APPROVAL OF THE AGENDA

Councilor Bill Otis motioned to approve the agenda as amended.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the agenda as amended.

VOTE:

A vote was taken on the motion with the following results:

AYES 5 NAYES 0

(Mayor Keith Tymchuk, Councilors, Essig, Otis, Wall-Meyer and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

4. PUBLIC HEARINGS

Reedsport Waterfront & Downtown Plan

- A. Shall the City Council adopt an Ordinance amending the Reedsport Comprehensive Plan by adopting the Reedsport Waterfront & Downtown Plan and various text and map amendments and assign 2012-1117 as the title?

Mayor Keith Tymchuk opened the Public Hearing at 7:25pm.

There were no abstentions or declaration of conflict of interest by the Council.

Wright said that he wanted to state for the record that the City Council has accepted Planning Department File 2012-001 and have the file before them.

He said that the Reedsport Planning Commission held a public hearing on September 24, 2012 and Mr. Scott Keillor, consultant from Seigel Planning Service is in attendance to present the recommended plan.

Mr. Keillor explained that this plan is the second phase of the project and that he and a number of other professionals have been working on it for the last two years. He said that this second phase is

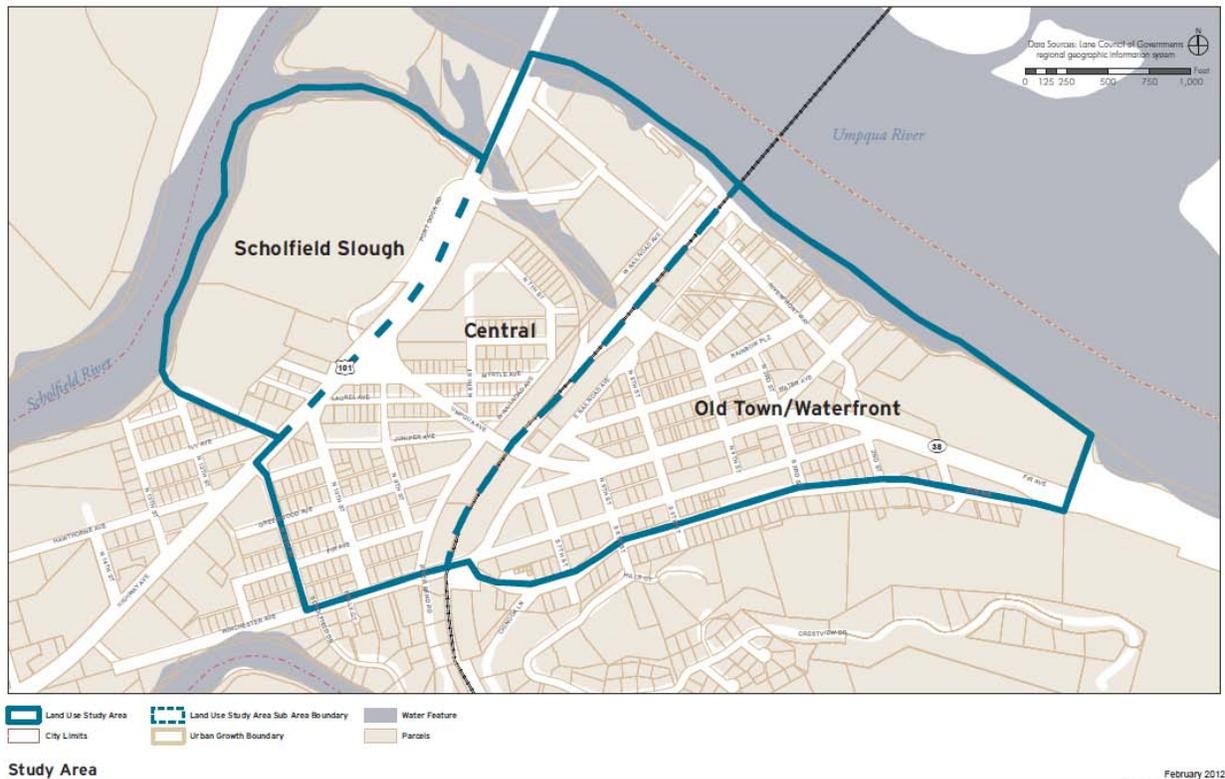
sponsored by Oregon Transportation Growth Management grant funding. The goal is to revitalize the downtown area. Mr. Keillor gave a recap of the main highlights of the conceptual plan. He noted that zone changes to the Knife River site will require additional planning services. He said that fortunately they have been able to identify some additional State funding to continue with this project through the plan adoption and needed zone changes.

*The following information was presented to the City Council in Council letter 012-046 in the Council packet prior to the City Council meeting, submitted by Contract Planner Melissa Anderson and recapped by City Manager Jonathan Wright:

The proposal is to amend the Reedsport Comprehensive Plan by adopting the *Reedsport Waterfront and Downtown Plan (RWDP)* as part of the Comprehensive Plan, and by adopting new policies and new comprehensive plan map designations to implement the proposed plan. The proposed Plan and specific text and map amendments are presented in Exhibits B, C and D of the attached Planning Commission Recommendation. Adoption of the *RWDP* consists of the following actions:

- 1) Amend various text of the City of Reedsport Comprehensive Plan, including amendments to the Reedsport Transportation System Plan (TSP) (Exhibit B); and
- 2) Amend various land use map designations of the City of Reedsport Comprehensive Plan (Exhibit C); and
- 3) Adopt the *Reedsport Waterfront and Downtown Plan* as a supporting document to the Reedsport Comprehensive Plan (Exhibit D).

Location: The plan area consists of three subareas illustrated below and described as: the triangular Old Town/Waterfront subarea east of Southern Pacific Railroad, west of the Umpqua River and north of Elm Avenue; the Scholfield Slough subarea west of US 101, between Juniper Avenue to the south and MacIntosh Slough the north; and the Central subarea between the US 101 and Southern Pacific Railroad, or between the Old Town/Waterfront and Scholfield Slough subareas.



Purpose: The purpose of the Waterfront and Downtown Plan is to create an integrated land use and transportation plan to revitalize Old Town Reedsport, guide development for a mixed-use and pedestrian-oriented downtown and waterfront area that maintains an Industry and Tourism balance and links the downtown to the Umpqua River Waterfront.

Plan Objectives: The Reedsport Waterfront and Downtown Plan process explored several land use and transportation alternatives to facilitate a revitalized, active Old Town and Umpqua Riverfront. The planning objectives included:

- Establishing a community-based vision for downtown and riverfront revitalization;
- Identifying economic development opportunities, based on market demand and local preferences;
- Identifying transportation improvement needs, including facilities for automobiles, pedestrians and bicyclists;
- Proposing streetscape and building design improvements, consistent with the community's economic development objectives;
- Proposing amendments the Reedsport Comprehensive Plan and Transportation System Plan, to implement the Waterfront and Downtown Plan; and
- Outlining recommended future changes to Reedsport's zoning code, consistent with the proposed plan amendments. Specific code amendments are proposed to be prepared after the Plan is adopted.

BACKGROUND:

When Reedsport was first settled, the Umpqua Riverfront bustled with activity... coastal residents traveled by boat to trade at local stores built on pilings and fisherman unloaded their catches at the salmon canneries built next to the river. Today, Old Town Reedsport remains the hub of civic life for the City, with facilities such as the City Hall/Community Center, Police, Fire, Senior Center and Library located downtown. Cultural activities such as fishing tournaments, Tsalila and Chainsaw Festivals, are also held in Old Town Reedsport. However, the City has struggled to transition from an economy based on the fishing and lumber industry to other viable economic alternatives.

The Umpqua River waterfront and the downtown area of Reedsport have the potential to attract a tourist-oriented market and become a greater asset to the local community. The primary advantage of the area as a development site is the river frontage, its historic location as the Old Town of Reedsport, and its strategic location as a gateway on OR 38 and US 101.

In an effort toward redeveloping this area, a natural history museum called the *Umpqua Discovery Center* was constructed on the Umpqua River waterfront in Old Town. The Umpqua Discover Center could be described as a “diamond in the rough,” due to the surrounding vacant and underutilized industrial properties that are in need of redevelopment. Appropriate use of land with design standards and streetscape improvements along multi-modal circulation routes would make this valuable resource more accessible to visitors and residents alike.

These needs and opportunities have been recognized by the City Council and Planning Commission and are highlighted in the Urban Renewal District Plan and Comprehensive Plan Economic Element. The City initiated an Urban Renewal District in 2007, and the Urban Renewal District Plan recommends completing a master plan with design standards for the waterfront and downtown.

The Reedsport Comprehensive Plan, Economic Element also includes the following related policies in support of the proposed plan:

“Policy 6: The City shall support and pursue the continued development of the Reedsport waterfront and Old Town area, recognizing that continued development of the Umpqua Discovery Center is an attraction for tourism.”

“Policy 7: The City shall encourage and promote the development of the Umpqua Riverfront with multiple uses, including but not limited to tourist attractions, restaurants, boardwalks and water-related activities.”

Additionally, in 2009, the Reedsport Planning Commission recognized the need for downtown revitalization and selected the development of a waterfront and downtown plan as the number one priority for their list of goals. The Reedsport City Council also approved completion of a Waterfront and Downtown Plan as part of the list of goals and objectives for the period 2011-

2012. Completion of this plan addresses Council Goal 2: Desirable Place to Live, Goal 3: Economic Growth and Viability, and Goal 6: Attractive Community to Visit.

Planning Process: Adoption of the Reedsport Waterfront and Downtown Plan will complete a two-phase planning process that began during the winter of 2010-2011. In 2010, the City began the first phase of planning for the waterfront and downtown area through a grant from the Oregon Coastal Management Program and matching funds from the Reedsport Urban Renewal District. This phase was completed in June of 2011, which resulted in the production of two alternative concept land use plans based on existing data and community input.

The planning process for Phase II began in July of 2011 after the City was awarded a grant through the Oregon Transportation and Growth Management Program with matching funds from the Reedsport Urban Renewal District. The planning process included Project Advisory Committee (PAC) meetings, public work sessions, and an interagency coordination meeting with City of Reedsport and Oregon Department of Transportation staff. The consultant team and staff developed plan alternatives based on input from the PAC and broader community. The alternatives were then evaluated and refined with further input from the PAC and community after conducting a public open house.

From this input, a preferred plan was developed and again presented to the PAC and community at a public open house for additional input on the proposal. Based on these comments, a Draft Reedsport Waterfront and Downtown Plan was completed, which is presented as Exhibit D to the Planning Commission Recommendation.

ADOPTION PROCESS & PUBLIC NOTICE:

Amendments to the City's Comprehensive Plan are adopted through a legislative amendment process which requires a recommendation by the Planning Commission to the City Council after holding a public hearing. The City Council must also hold a public hearing prior to making a final decision on whether to adopt, adopt with amendments or deny the proposal via ordinance. The Planning Commission's public hearing is held on September 24, 2012 and the City Council's public hearing is held on November 5, 2012.

Agency Referrals: Notice of the proposed Comprehensive Plan Amendments was sent to the Department of Land Conservation and Development (DLCD) on August 20, 2012, as required by State law. On August 24, 2012, agency referral notice was also sent to governmental agencies, including Douglas County, DLCD, Business Oregon, Oregon Department of Transportation, ODOT Rail, Oregon Department of State Lands, Oregon Department of Fish and Wildlife, Oregon Natural Hazards (floodplain) Program, U.S. Army Corps of Engineers, State Marine Board, Umpqua Soil and Water Conservation Service, Coos Bay Rail, Partnership for the Umpqua Rivers, Port of Umpqua and Central Coast PUD.

Public Notice: Prior to the Planning Commission and City Council public hearings, notice was mailed directly to all property owners within the study area, interested parties, civic organizations and governmental agencies on August 28, 2012. A legal notice was also published

in the Umpqua Post on September 12, 2012 not less than 10 days prior to the first evidentiary hearing of September 24, 2012.

Planning Commission Recommendation: The Reedsport Planning Commission held a public hearing on the proposal on September 24, 2012. After considering the public comment, the Planning Commission recommended the City Council adopt the Findings of Fact, Various Comprehensive Plan Text and Map Amendments and the Reedsport Waterfront and Downtown Plan as a supporting document to the Comprehensive Plan, and to add a new policy in the Comprehensive Plan Economic Element: *“Future rezone and/or code change from industrial to commercial should support existing business.”* This language is included in the Planning Commission’s recommendation.

New Comments Received: After the Planning Commission’s public hearing, new comments were received for the City Council’s consideration. These include:

1. **Lisa Hawley, Douglas County Planning Department:** Douglas County has no objection to the proposal but notes that future coordination with the County will be needed for Goal 17 analysis on Knife River site.
2. **Allie Krull, Oregon Dept. of Transportation:** Under the Preferred Alternative Section, include the following language *as a footnote for clarification:*
 - *Any planning concept that potentially reduces vehicle-carrying capacity on a State facility will require further evaluation at time of implementation to ensure compliance with ORS 366.215.*
 - *The City of Reedsport supports the projects recommended, but not does adopt any project on a State Facility as part of this Plan.*
 - *The Oregon Department of Transportation adopts only projects on State Facilities as part of this plan.*
3. **Martin Callery, Coos Bay Rail Link—CBR:**
 - Reference “Coos Bay Rail Link—CBR” consistently throughout the document; and
 - There may be safety issues if you locate pedestrian access near a rail line, so coordination is recommended as you move forward on the implementing plan.

There are no direct costs to the City to adopt the proposed comprehensive plan amendments. All recommendations and projects proposed in the Reedsport Waterfront and Downtown Plan are voluntary and are not required. Any future expenditure associated with implementation of the plan would need Council review and approval prior to taking action.

ALTERNATIVES:

1. Close the Public Hearing and Adopt Ordinance 2012-1117 as presented.
2. Close the Public Hearing and Adopt Ordinance 2012-1117 with changes directed by the City Council.

3. Close the Public Hearing and Decline to adopt Ordinance 2012-1117.
4. Close the Public Hearing and postpone a decision on Ordinance 2012-1117 until the next City Council meeting on December 3, 2012.
5. Continue the hearing and postpone a decision on Ordinance 2012-1117 until the next City Council meeting on December 3, 2012.

RECOMMENDATION:

Staff recommends alternative #2, with the following changes to the Plan to address new comments that were received after the Planning Commission hearing:

1. Include the following language regarding the preferred plan as a *footnote for clarification*:
 - a. *Any planning concept that potentially reduces vehicle-carrying capacity on a State facility will require further evaluation at time of implementation to ensure compliance with ORS 366.215.*
 - b. *The City of Reedsport supports the projects recommended, but not does adopt any project on a State Facility as part of this Plan.*
 - c. *The Oregon Department of Transportation adopts only projects on State Facilities as part of this plan.*
2. Reference “Coos Bay Rail Link—CBR” consistently throughout the planning document.

City Manager Jonathan Wright presented the following information to the City Council

An amendment to the “Alternatives,” and “Recommendation” of Council Letter 12-046.

Purpose

The purpose of this supplemental staff report is to amend the “Alternatives,” to add one additional alternative, and modified “Recommendation” of Council Letter 12-046.

Background

The need for substantial change in the downtown and waterfront area of Reedsport was identified a long time ago. Based on this need, a considerable effort has been given by the community and by city staff to get the Waterfront/Downtown Plan to the point of adoption; however, a plan is only a plan until it is executed. As it stands, adoption of the Waterfront/Downtown Plan and subsequent amended Plan maps will not employ the changes necessary to implement the Plan until such time as the zoning maps have been amended. Given the current economic state of the City and urgency for economic change staff finds that an alternative course of action is necessary.

Recommendation

Based on the nexus between the Waterfront/Downtown Plan and future economic growth of the downtown area, staff amends the recommendation set out in Council Letter 12-046 and hereby recommends the following:

1. The City Council **adopt** the various text amendments of the Reedsport Comprehensive Plan, including amendments to the Reedsport Transportation System Plan (TSP) (Exhibit B of Council Letter 12-046)
2. The City Council **adopt** the Reedsport Waterfront and Downtown Plan as a support document to the Reedsport Comprehensive Plan (Exhibit D of Council Letter 12-046) with a stipulation that:
 - a. Under “Alternatives Analysis,” Page No. 9-14, the alternatives considered are extraneous and only serve to confuse the reader. These items should be removed from the body of the document and attached in an appendix at the rear of the document or removed completely.
 - b. Under “Funding and Implementation,” Page No. 52, dated information should be removed to assure that this document remains contemporary.
 - c. Under “Summery of Transportation Findings,” Page No. 43, a qualifier should be added stating: *“Transportation findings contained herein are recommendations and do not limit or restrict the City of Reedsport from considering or implementing alternate transportation system improvements, as authorized by ODOT.”*
3. The City Council **remand** the Comprehensive Plan map amendments back to the Planning Commission, with instruction to review and make recommendation regarding the addition of the Mixed Use Commercial (CMU) zone to the City Land Usage Ordinance, as outlined in the Waterfront/Downtown Plan, and review and make recommendation regarding the zone map amendments (excluding the Knife River site) to implement the Waterfront/Downtown Plan.
 - a. Other amendments to the City’s Land Usage Ordinance as recommended by the Waterfront/Downtown plan shall be considered at a later date and as economic circumstances warrant.

Conclusion

Remanded items shall be re-noticed and scheduled for hearing before the Planning Commission. The Planning Commission shall review only the items remanded and provide recommendation to the City Council for consideration. If approved, the amendment to the City Comprehensive Plan Map and Zoning Map will occur concurrently, thereby implementing the Waterfront/Downtown Plan.

Additional funding for the completion of the second phase of this project is being provided by the Oregon Department of Transportation. Economic impact to the City will only be from the cost incurred from mailings and printed materials.

Mayor Keith Tymchuk said that the City Council will now hear public testimony both in support of as well as in opposition of the proposed plan.

Mr. Ike Launstein of 338 Walker Creek Road spoke on behalf of the Lower Economic Development Forum board in favor of adopting the plan as amended by City Manager Jonathan Wright.

Ms. Portia Harris of 12000 Lower Smith River Road spoke on behalf of the Umpqua Discovery Center Treasure Chest board in favor of adopting the plan.

Mr. Fred Jaquot, manager of American Bridge Company also spoke in favor of adopting the plan.

Mr. Monty Reese-Sullivan, downtown building owner was also in support of the proposed concepts in the plan and presented a slideshow of how different signage can be displayed and examples of uses in surrounding communities.

Mr. Merle Hausmann of 145 N 3rd St. spoke in opposition to the new proposed zoning to be implemented on the block that he currently has two residences, a shop and a bakery located on. He also presented a letter from Mr. and Mrs. Rick Rochan who also would like to see the current zoning of Light-Industrial stand. Both the Hausmann and Rochan contend that the businesses that they currently operate would not be allowed in the new zoning. It is understood that their current businesses would be grandfathered in but if they were to sell the businesses it could create a problem.

Mayor Keith Tymchuk closed the Public Hearing at 8:30pm.

Councilor Bill Otis questioned the proposed changes to the Traffic System Plan; he said that he worked very hard to establish those recommendations. He said that he is not in favor of the plan because he found it hard to read, he stated that it appears to jump around and is hard to understand. He would like to see this document taken back to the Planning Commission and brought back to the City Council as a document that a person on the ground can understand.

Mayor Tymchuk polled the Council and the consensus was that the document was confusing. Council Bill Walker said that a lot of work has been done on this plan and he doesn't want to see that wasted.

Councilor Bill Otis motioned to remand the Ordinance 2012-1117 back to the Reedsport Planning Commission for rewording and smoothing to make the plan more readable.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council remand the Ordinance 2012-1117 back to the Reedsport Planning Commission for rewording and smoothing to make the plan more readable.

VOTE:

A vote was taken on the motion with the following results:

AYES 4 NAYES 1

(Mayor Keith Tymchuk, Councilors, Essig, Otis, Wall-Meyer and voted in favor of the motion.)(Bill Walker voted in opposition of the motion)

Mayor Tymchuk declared the motion passed.

5. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require discussion by the Council are placed on the Consent Calendar and voted upon as one item. In the event that a Councilor or citizen requests that an item be discussed, it will be removed from the Consent Calendar and placed under General Business.

- A. Approve minutes of the regular session of October 1, 2012.
- B. Approve minutes of the executive session of October 18, 2012.
- C. Shall the City Council grant a liquor license to the Gregory Viert and Patsy Sichley at 1891 Winchester Ave., Reedsport, known as the Natural Food Store?

In June of 2012, during the annual review of current liquor licenses, Council requested that all new liquor licenses be presented at a Regular meeting of the City Council for approval.

A new license has been applied for by Mr. Gregory Viert and Patsy Sichley at 1891 Winchester Ave., Reedsport. This location was previously approved for a license for off premise sale of alcohol under the name of the Natural Food Store. The owners have been granted a temporary 90 day permit to sell alcohol pending approval of the formal application. A \$100 fee was submitted to the City to cover the costs of the application review.

Chief Mark Fandrey has reviewed the application.

- *1. Grant a liquor license to the Gregory Viert and Patsy Sichley at 1891 Winchester Ave., Reedsport.
- D. Shall the City Council adopt the first amendment to Agreement for Tourism Promotion and Operation of Tourist Information Center?

During FY 12-13 Budget preparations, the Budget Committee was tasked with filling an anticipated deficit of \$138,000 in the General Fund. One of the recommendations to fill this deficit was to reduce the General Fund transfer to the Riverfront Fund by \$12,500. To make up for this loss to the Riverfront Fund, the Budget Committee recommended transferring \$12,500 from Transient Occupancy Taxes (TOT), which would reduce transfer to the Reedsport/Winchester Bay Chamber of Commerce in the same amount. At the June 4th Council meeting, an amendment was approved.

Since that approval, representatives of the City and Chamber have agreed that a slight revision to the wording will improve understanding of the original intent of the agreement. The changes are noted on the revised agreement (attached) as such: Section 1 of NOW, THEREFORE, strike the word except and replace “with the exception of”; and add language indicating payments are to be made in equal quarterly payments

The Chamber of Commerce President and Secretary have signed the Revised First Amendment to Agreement for Tourism and Operation of Tourist Information Center.

*1. Approve a revised amendment to the agreement between the City of Reedsport and the Reedsport/Winchester Bay Chamber of Commerce and authorize the City Manager and Mayor to sign the Agreement.

E. Shall the City Council adopt a meeting schedule for City Council and Budget Committee meetings for the year 2013?

At the October 29, 2012 Quarterly Budget meeting a draft meeting schedule was presented to the Budget Committee for their review. A quarterly budget meeting in January and three budget meeting dates in April are identified for the budget and capital improvement plan process.

The Council is asked to review the remaining City Council meetings schedule and either adopt it or make recommendations for alternative dates.

*1. Adopt a 2013 Calendar of City Council and Budget Committee dates.

Councilor Bill Walker motioned to approve the consent calendar.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the consent calendar.

VOTE:

A vote was taken on the motion with the following results:

AYES 5 NAYES 0

(Mayor Keith Tymchuk, Councilors, Essig, Otis, Wall-Meyer and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

6. GENERAL BUSINESS

A. Discussion on sites for future electric charging stations.

The following list of potential sites for future electric charging stations was discussed.

City owned property potential site listing:

Map ID	Property	Area (acres)	Location	Pros and Cons	Available 3 phase electricity
A.	City Hall/Community Building Police Station/Jail/Downtown Firehall Parking lot	.96	Block between 4 th & 5 th Streets	No public restrooms/amenities beyond open hours, 9 hours a day.	Yes
C.	Uptown Fire Department/Parking lot	.49	Frontage Rd	No public restrooms, amenities, parking space. No attendant.	Yes
A.	Douglas County Library/Parking lot	.51	300 block of Winchester Ave	No public restrooms/amenities beyond open hours, 9 hours a day.	Yes
A.	Post office parking lot	N/A	In right of way	No public	No

			of "Water Ave"	restrooms/amenities beyond open hours, 9 hours a day. No attendant.	
	Parking lot	.34	Corner of 19 th and Fir Ave.	No public restrooms/amenities beyond open hours, 9 hours a day. No attendant.	No
	Park –Public Park Semi-Developed base ball fields and walking trail/Dike – Deed Restriction-Public Use	10.60	Champion Park -1200 block of Juniper	Not close to any ancillary services. No attendant.	No
A.	Umpqua Discovery Center/parking lot	.48	400 block of Riverfront Way	No public restrooms/amenities beyond open hours, 9 hours a day.	Yes
A.	Waterfront Boat Ramp/parking lot	.43	200 block of Riverfront Way	No attendant.	No
	Rainbow Plaza graveled parking/event area	1.71	Entire block between Rainbow Plaza and 2 nd St.	Not close to any ancillary services. No attendant.	No
B.	Dunes NRA Facility/Parking lot	1.91	Corner of Hwy 101 and Port Dock Rd.	No public restrooms/amenities beyond open hours, 9 hours a day.	

	Non-City owned property potential sites				
D.	Price n Pride/Ace/DQ parking area		1350 Highway Ave.	No public restrooms/amenities beyond open hours, 18 hours a day (P&P).	Yes
E.	Safeway Shopping Center		1499 Highway Ave.	No public restrooms/amenities beyond open hours, 16 hours a day (P&P).	Yes
	Les Schwab Parking/Texaco			No public restrooms/amenities beyond open hours, 9 hours a day.	No

Note: I could think of no other sites that would fit the minimum criteria of site accessibility, site layout, site facilities, site hours of operation and staffing, site parking, site shelter and public amenities available without crossing a State highway.

It was determined that this would be a more appropriate venture for a private business. An attempt has been made to one potential commercial site.

B. Shall the City Council award a bid for the Interior Library Renovation Project?

Finance Director Vera Koch said that the Reedsport Branch Library building has undergone renovation with the completion to date of new exterior siding, replacement windows, six additional windows installed along two walls, a new solarium, ADA compliance restrooms, energy efficient interior light fixtures and recovered library chairs. All of this has been due to a group of concerned citizens who formed a Library Renovation Committee and joined forces with Coastal Douglas Arts Business Association (CDABA) to conduct fund raising and grant writing to complete the Library renovation project. This group has been successful in raising the necessary resources for the Library renovation project.

It is now time to begin the interior portion of the renovation which consists of painting the entire interior of the building, new carpeting, a new circulation desk and several new book shelves. The Library Executive Renovation Committee elected to hire architect Lon Samuels to oversee the interior update. A request for bids was submitted to the local newspapers and building exchanges.

The City of Reedsport held a bid opening for this project on October 25, 2012 at 3:00pm at Reedsport City Hall with six complete bids received for the project.

- | | |
|--|-------------|
| 1. Americorp Construction, Bandon, OR | \$35,500.00 |
| 2. Blue Earth Services, Coos Bay, OR | \$33,623.70 |
| 3. Tom Gayewski Construction, Coos Bay, OR | \$34,900.00 |
| 4. Ron Kaufmann, Builder, Reedsport, OR | \$31,500.00 |
| 5. D.L.B. Construction, Coos Bay, OR | \$44,331.00 |
| 6. Casa Bella Interiors, Roseburg, OR | \$36,500.00 |

Lon Samuels has reviewed the bids and recommends that the bid be awarded to Ron Kaufmann.

\$31,500 is the low bid with the funds being paid from the Library Renovation Fund designated

Library Renovation Fund Balance: \$79,115.02

CDABA Funds: \$36,600.00

Councilor Bill Otis motioned to issue an intent to award the contract to Ron Kaufmann as recommended by Architect Lon Samuels for the library interior painting and carpeting and authorize the City Manager to sign the documents.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council issue an intent to award the contract to Ron Kaufmann as recommended by Architect Lon Samuels for the library interior painting and carpeting and authorize the City Manager to sign the documents.

VOTE:

A vote was taken on the motion with the following results:

AYES 5 NAYES 0

(Mayor Keith Tymchuk, Councilors, Essig, Otis, Wall-Meyer and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

C. Shall the City Council consider an Adopt-a-Park volunteer program for City parks?

Ms. Jacque Potter, Park and Beautification Committee Chair has submitted the following background:

With the continuing pressure on the City's finances, the budget for the Parks department is remaining static while costs, especially gasoline, continue to climb. City crews are really challenged, especially in the spring and summer months, to keep up with grass mowing, weed abatement, litter pickup, and all the other tasks to keep city parks and other landscaped areas looking good.

The Parks & Beautification Committee, in an effort to assist with city beautification and involve the community in a positive way, discussed establishing an Adopt-a-Park program for Reedsport. After researching how other cities and counties are doing this, the attached document is a draft information letter and application form. While some of this is currently being done in an informal manner, this Adopt-a-Park program would allow groups to commit to a schedule that works for them and provides some real help to the city. It would also assure proper recognition in the media and eventually small signs posted at their adopted areas acknowledging their service. All volunteer work would be done at the direction and approval of the appropriate city employee.

Ms. Potter said that they have developed an application unique to this opportunity and it would be accompanied by the standard liability release for landscape activities that the City currently uses for other landscape activities.

Councilor Diane Essig motioned to approve an Adopt-a-Park program for the City.

Councilor Kathi Wall-Meyer seconded the motion.

MOTION:

that the City Council approve an Adopt-a-Park program for the City.

VOTE:

A vote was taken on the motion with the following results:

AYES 5 NAYES 0

(Mayor Keith Tymchuk, Councilors, Essig, Otis, Wall-Meyer and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

Ms. Potter said that she also wanted to report on the Lion's fence project. She said at the request of the Council she met with the Administration at the school to find out why they did not allow the committee to apply for grants through the school district as a learning opportunity. She said that they did not feel that this project was educational; they felt that it was civic in nature.

D. Receive quarterly financial report.

Finance Director Vera Koch presented the following information:

2012 / 2013 Financial Report
Presented November 5, 2012

target % received/spent
by end of 3rd month of
budget year **25%**

First Quarter of fiscal year 2012/2013
For period ending September 2012

General Fund 001

	Budget	Actual		
Beginning Fund Balance	\$660,000	\$721,045	109.25%	
Revenue	\$2,200,680	\$293,205	13.32%	Received
*Expenditures	\$2,470,680	\$583,044	23.60%	Expended
*(less unappropriated expenditures)				

Street Fund 002

	Budget	Actual		
Beginning Fund Balance	\$70,000	\$111,899	159.86%	
Revenue	\$230,400	\$64,471	27.98%	Received
*Expenditures	\$285,400	\$64,224	22.50%	Expended
*(less unappropriated expenditures)				

Water Utility Fund 003

	Budget	Actual		
Beginning Fund Balance	\$60,000	\$125,260	208.77%	
Revenue	\$826,700	\$207,592	25.11%	Received
*Expenditures	\$873,000	\$260,380	29.83%	Expended
*(less unappropriated expenditures)				

Wastewater Utility 004

	Budget	Actual		
Beginning Fund Balance	\$200,000	\$459,921	229.96%	
Revenue	\$1,836,600	\$461,058	25.10%	Received
*Expenditures	\$2,016,600	\$429,046	21.28%	Expended
*(less unappropriated expenditures)				

Stormwater Utility Fund 005

	Budget	Actual		
Beginning Fund Balance	\$7,000	\$13,461	192.30%	
Revenue	\$73,450	\$18,243	24.84%	Received
*Expenditures	\$78,500	\$12,225	15.57%	Expended
*(less unappropriated expenditures)				

Bicycle/footpath Fund 007

	Budget	Actual		
Beginning Fund Balance	\$32,230	\$32,882	102.02%	
Revenue	\$1,960	\$592	30.20%	Received
*Expenditures	\$34,190	\$0	0.00%	Expended

Water SPWF Loan Debt Fund 010

	Budget	Actual		
Beginning Fund Balance	\$78,000	\$78,094	100.12%	
Revenue	\$22,975	\$2,113	9.20%	Received
*Expenditures	\$21,400	\$0	0.00%	Expended
*(less unappropriated expenditures)				

Water Filtration Debt/Reserve Fund 011

	Budget	Actual		
Beginning Fund Balance	\$11,000	\$11,016	100.15%	
Revenue	\$127,750	\$111,811	87.52%	Received
*Expenditures	\$127,680	\$122,561	95.99%	Expended
*(less unappropriated expenditures)				

Wastewater DEQ Loan Debt Fund 012

	Budget	Actual		
Beginning Fund Balance	673,000	673,983	100.15%	
Revenue	\$670,990	\$168,181	25.06%	Received
*Expenditures	\$821,705	\$0	0.00%	Expended

*(less unappropriated expenditures)

Wastewater OECDD Loan Debt Fund 013

	Budget	Actual		
Beginning Fund Balance	50,950.00	51,023.00	100.14%	
Revenue	\$203,300	\$50,897	25.04%	Received
*Expenditures	\$154,250	\$0	0.00%	Expended
*(less unappropriated expenditures)				

Fire Equipment Fund 014

	Budget	Actual		
Beginning Fund Balance	\$72,000	\$76,653	106.46%	
Revenue	\$29,100	\$5,196	17.86%	Received
*Expenditures	\$101,100	\$0	0.00%	Expended
*(less unappropriated expenditures)				

Dunes NRA Fund 016

	Budget	Actual		
Beginning Fund Balance	\$70,000	\$74,455	106.36%	
Revenue	\$103,050	\$23,743	23.04%	Received
*Expenditures	\$173,050	\$22,953	13.26%	Expended
*(less unappropriated expenditures)				

Riverfront Fund 017

	Budget	Actual		
Beginning Fund Balance	\$32,015	\$39,729	124.09%	
Revenue	\$124,750	\$39,532	31.69%	Received
*Expenditures	\$152,015	\$30,749	20.23%	Expended

Library Renovation Fund 018

	Budget	Actual		
Beginning Fund Balance	\$76,000	\$70,863	93.24%	
Revenue	\$44,000	\$8,818	20.04%	Received
*Expenditures	\$120,000	\$6,187	5.16%	Expended

Sys. Development Fund Water 020

		Actual		
Beginning Fund Balance	\$69,700	\$69,837	100.20%	

Revenue	\$200	\$85	42.50%	Received
*Expenditures	\$69,900	\$0	0.00%	Expended

Sys. Development Fund Wastewater 021

	Budget	Actual		
Beginning Fund Balance	\$131,600	\$131,576	99.98%	
Revenue	\$500	\$159	31.80%	Received
*Expenditures	\$132,100	\$0	0.00%	Expended

System Development Fund Stormwater 022

	Budget	Actual		
Beginning Fund Balance	\$5,950	\$5,974	100.40%	
Revenue	\$15	\$7	46.67%	Received
*Expenditures	\$5,965	\$0	0.00%	Expended

Enterprise Cap. Improve. Fund -Sewer 024

	Budget	Actual		
Beginning Fund Balance	\$730,000	\$887,241	121.54%	
Revenue	\$187,460	\$47,289	25.23%	Received
*Expenditures	\$917,460	\$0	0.00%	Expended

General Capital Improve. Fund 025

	Budget	Actual		
Beginning Fund Balance	\$198,500	\$198,487	99.99%	
Revenue	\$55,665	\$13,829	24.84%	Received
*Expenditures	\$204,165	\$296	0.14%	Expended

*(less unappropriated expenditures)

Street Capital Fund 026

	Budget	Actual		
Beginning Fund Balance	\$220,000	\$222,887	101.31%	
Revenue	\$81,505	\$20,575	25.24%	Received
*Expenditures	\$301,505	\$50,000	16.58%	Expended

*(less unappropriated expenditures)

Storm Capital Fund 027

	Budget	Actual		
Beginning Fund Balance	\$98,000	\$99,865	100.00%	
Revenue	\$200	\$121	60.50%	Received
*Expenditures	\$98,200	\$0	0.00%	Expended

*(less unappropriated expenditures)

Water Enterprise Capital Improvement Fund 029

	Budget	Actual		
Beginning Fund Balance	\$1,470,000	\$1,469,026	99.93%	
Revenue	\$82,390	\$14,963	18.16%	Received
*Expenditures	\$1,552,390	\$0	0.00%	Expended
*(less unappropriated expenditures)				

Reedsport Urban Renewal District. Fund 150

	Budget	Actual		
Beginning Fund Balance	\$173,000	\$185,743	107.37%	
Revenue	\$75,500	\$2,129	2.82%	Received
*Expenditures	\$248,500	\$5,608	2.26%	Expended

7. MISCELLANEOUS ITEMS
(Mayor, Councilors, City Manager, City Attorney)

City Councilor Diane Essig mentioned the Christmas in July fundraiser on December 8th.

City Manager Jonathan Wright reported that the emergency repairs to the storm water pump station decking has been completed. He said that the City received bids from \$9,000 to \$98,000, and went with the second to the lowest bid based on the contractor's previous experience.

He also said that the new city Employee of the Month is Mr. Tom Beck. He is being recognized for his 15 years of service to the City under a new program that has been created.

A third item mentioned was that the Lower Umpqua Enterprise Zone at Bolen Island will expire on December 31, 2012. He will attend meetings with the stake holders and report back to Council on whether or not to recommend extending this zone on December 6th, 2012.

8. EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL, NOVEMBER 5, 2012 CITY HALL COUNCIL CHAMBERS.

PRESENT: Mayor Keith Tymchuk, Councilors Kathi Wall-Meyer, Bill Otis, Bill Walker and Diane Essig

City Manager Jonathan Wright

Attorney Steve Miller

OTHERS PRESENT: Deanna Schafer, Vera Koch, Jerry Schneider, Jessica Lloyd-Rogers (Coastlake News)

- a. Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning with regard to current litigation or litigation likely to be filed.
- b. Pursuant to ORS 192.660(2)(e) – To conduct deliberations with person designated by the governing body to negotiate real property transaction.

9. ADJOURN

Mayor Keith Tymchuk

ATTEST:

Deanna Schafer, City Recorder