

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION JUNE 1, 2015
7:15 P.M. CITY HALL COUNCIL CHAMBERS

PRESENT: Mayor Linda McCollum
Councilors Rich Patten, Frank Barth, Diane Essig, Leslee Collier, DeeDee Murphy and Debby Turner
City Manager, Jonathan Wright
City Attorney, Steve Miller

OTHERS PRESENT: Vera Koch, Deanna Schafer, John Stokes, Chief Duane Wisehart, Cal Lily, Valerie Bowman, Brian Klier, Mike Lanegan, Gail Adamson, Debbie McKinney, Lee Bridge, Norm Lacey, Victoria L, Debbie Yates, Commissioner Chris Boice, Rob Paul

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. 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.

Ms. Debbie Yates of 732 Mill Ave, said that in light of another election being lost because not enough people voted even though a majority voted in favor of the measure, she would like to suggest that the Council take removing the super majority clause of the City Charter to the vote of the people in 2016.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. Mayor McCollum gave the Oath of Office to returning officer Jeremie LeDoux and new officer Brent Snyder.
- B. Volunteer Firefighter Kurt Holmgreen was honored for his 34 years of service to the Reedsport Fire Department. He and his family are moving out of the area.
- C. Update on Douglas County proposal for disposal fees at the Reedsport Transfer site. Commissioner Boice and Douglas County Public Works Director Rob Paul gave an overview of the state of the Reedsport Landfill. They said that the fees won't begin until approximately September due to different rate scenarios being discussed.

4. APPROVAL OF THE AGENDA

Councilor Diane Essig motioned to approve the Agenda.

Councilor Leslie Collier seconded the motion.

MOTION:

that the City Council approve the Agenda as.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

Mayor Linda McCollum declared the motion passed unanimously.

5. PUBLIC HEARINGS

Public Hearing to adopt the municipal operating budget for Fiscal year 2015/ 2016.

Public Hearing was opened at 7:45pm.

Finance Director Vera Koch said that at the regular Budget Committee meeting of April 20, 2015, the Reedsport City Budget Committee approved a budget totaling \$13,729,260 for Fiscal Year 2015 / 2016. The Budget Committee approved the permanent levy rate of \$6.1882 per \$1,000 of assessed valuation.

A summary of the approved budget and a notice of the public hearing to consider the budget were published in the Umpqua Post, the City's newspaper of record on May 13, 2015.

A public hearing is being held on June 1, 2015 for the Council to consider final adoption of the budget for fiscal year 2015 / 2016. State statute requires that a budget be adopted before June 30th of each year. Additional meetings can be scheduled if the Council wishes to consider any additional information.

She said that prior to adoption, staff is recommending some changes to the budget which was approved by the Budget Committee on April 20th 2015. Changes are allowed per ORS. 294.456 with certain limitations. **None of the recommended adjustments increase the property tax levy.** The following changes are allowed without republishing the budget:

- Governing body can increase expenditures of any fund up to \$5,000 or 10%, whichever is greater;

- Governing body can reduce expenditures of any fund;
- Governing body can adjust other resources.

ORS 294.456 also allows for adjustment to approved budgets, with any change which is over 10% or \$5,000, whichever is greater, requiring Council approval, and then the changed funds of the budget must be republished as amended.

General Fund change explanations:

Staff recommends increasing beginning fund balance by \$18,000.

- The police department recently received \$16,000 and would like to increase their budget utilizing the funds for a temporary summer police officer.
- Add a revenue line for marijuana licenses and with a budget amount of \$500.
- Add an expenditure line item in General Fund Non Departmental unit in the amount of \$2,500 to the Jordan Cove Marketing cooperative venture.

LINE ITEM CHANGES

Revenue

Beginning Fund Balance – 001-000-411100 increased by \$18,000 for a total of \$848,000.

Marijuana fees - 001-000-415420 added for \$500.

Net Increase to Revenue is \$18,500.

General Fund Expenditure change:

- Non Departmental unit – 110
Jordan Cove Marketing 001-110-615600 added for \$2,500.

Net increase to the Non departmental budget is \$2,500.

- Police Departmental unit – 200
Police Officer Salary: 001-200-511220 increased by \$14,500 for total of \$323,900.
Training/Conference: 001-200-614570 increased by \$1,000 for a total of \$5,000.
Uniforms/ Equipment: 001-200-614690 increased by \$500 for a total of \$7,500.

Net increase to the Police Budget is \$16,000.

Net appropriation change is an increase to the General Fund of \$18,500.

The increase is less than 10% of the General Fund so no further action is required other than adoption of the amended approved budget.

The amended budget total for the City of Reedsport fiscal year budget is \$13,747,760; an increase of \$18,500.

The permanent tax levy of \$6.1882 per \$1,000 of assessed valuation is authorized to be taxed on properties within the City of Reedsport.

There were no citizens wishing to speak on this item.

Public Hearing was closed at 7:55pm.

Councilor Diane Essig motioned that the City Council adopt a Resolution adopting the Amended Fiscal Year 2015 / 2016 Operating Budget and the Capital Improvement Plan and assign Resolution 2015-013 as the title.

Councilor Leslie Collier seconded the motion.

MOTION:

that the City Council Adopt a Resolution adopting the Amended Fiscal Year 2015 / 2016 Operating Budget and the Capital Improvement Plan and assign Resolution 2015-013 as the title.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

Mayor Linda McCollum declared the motion passed.

6. 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 work session of May 4, 2015.
- B. Approve minutes of the regular session of May 4, 2015.
- C. Shall the City Council approve an application for a new liquor license?

In June of 2012, during the annual review of current liquor licenses, Council requested that all new liquor license applications be presented at a Regular meeting of the City Council for approval. The City has the right to review the application and submit a recommendation to the Oregon Liquor Control Commission (OLCC).

A new license has been applied for by Larry Webb, LLC for Forest Hills Golf Shop at 1 Country Club Dr, Reedsport. This is an existing location and has held active licenses in the past. A \$100 fee was submitted to the City to cover the costs of the application review.

City Manager Jonathan Wright has reviewed the application.

There is no fiscal impact of issuing a license to sell alcohol at this location beyond the normal application and renewal fees.

*Grant a liquor license to Larry Webb, LLC for Forest Hills Golf Shop at 1 Country Club Dr., Reedsport.

D. Motion to approve the Consent Calendar.

Councilor Diane Essig motioned to approve the Consent Agenda.

Councilor Leslie Collier seconded the motion.

MOTION:

that the City Council approve the Consent Agenda.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

Mayor Linda McCollum declared the motion passed unanimously.

7. GENERAL BUSINESS

A. Staff update on Rainbow Plaza boat launch improvements.

Mr. John Stokes gave an overview on a grant opportunity that the City was able to take advantage through the Oregon State Marine Board. It was a small grant allotment that has to be spent by June 30, 2015. The City was able to identify approximately \$7,300 in repairs that qualified for reimbursement.

B. Shall the City Council award a Fiscal Year 2015 / 2016 Contract for Property, Casualty, Automobile and Worker's Compensation insurance for the City?

Finance Director Vera Koch and Agent of Record Debbie McKinney said that the City annually awards a property, casualty, and automobile insurance policy contract to an insurance company. The current policy, with City Council Insurance Services, expires on June 30th. Each year, the City Insurance Agent of Record, Fullhart Insurance, obtains bids for the City of Reedsport's commercial insurance needs for the following year. In the Agent of Record's search of insurance companies only one insurance company was available. The commercial policy is now including \$5,000,000 of coverage from earthquake and flood damage. CIS presents two proposals for your consideration.

City County Insurance Services (CIS)	\$ 131,675.60 (option 1)
City County Insurance Services (CIS)	\$ 124,271.92 (option 2)

CIS has developed an option this year for the liability annual rate which creates a reduced rate for the liability portion of the insurance package. In Option 1, the City would pay \$1,000 deductible per each liability occurrence which is same as the current year's policy. Option 1 increased \$8,329 from last year's quote. Option 2, the City would pay up to \$15,000 in aggregate liability claims per year with a reduced annual premium of \$7,400 the City's Agent of Record Debbie McKinney explained in detail.

At the regular Council meeting of March 5, 2001, the Council adopted Resolution 2001-009 establishing bonding procedures. Fullhart Insurance has included the bond under crime coverage in the City of Reedsport's commercial package policy. This bid includes the "Treasurer" position. The City Manager's job description requires a separate bonding policy be purchased for the City Manager. One proposal was received for this policy.

Old Republic	\$300.00
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The City also annually awards a mandated underlying flood insurance policy for the Umpqua Discovery Center. The National Flood Services Company currently provides this insurance. Each year, Fullhart Insurance obtains the renewal for this insurance. The flood insurance policy annual policy provides coverage of \$500,000 on the building and \$500,000 on contents with a \$1,000 deductible for each of the coverages. This amount is increased \$504 from current year premium.

National Flood Services	\$2,405
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The City annually awards a Worker's Compensation Insurance policy contract to an insurance company. The current policy, with SAIF Corporation, expires on June 30th. Each year, the City Insurance Agent of Record, Fullhart Insurance, obtains bids for the City of Reedsport employee's Worker's Compensation Insurance for the following year.

One insurance company was solicited to quote for the upcoming year due to the claims history in the last few years. The following quote received is decreased \$7,644 from current year's quote:

SAIF Corporation

\$ 32,089

Decision #1:

Councilor DeeDee Murphy motioned to award a Fiscal Year 2015 / 016 contract for the Commercial Package Policy to the City County Insurance Services, Option 1 in the amount of not to exceed **\$131,675.60** and authorize the Mayor, to sign on behalf of the City.

Councilor Frank Barth seconded the motion.

MOTION:

that the City Council Award a Fiscal Year 2015 / 016 contract for the Commercial Package Policy to the City County Insurance Services, Option 1 in the amount of not to exceed **\$131,675.60** and authorize the Mayor, to sign on behalf of the City.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

Mayor Linda McCollum declared the motion passed unanimously.

Councilor Rich Patten motioned to award the following:

1. Award a Fiscal Year 2015 / 016 contract for City Manager bonding policy to Old Republic in the amount of **\$300** and authorize the Mayor, to sign on behalf of the City.
1. Award a Fiscal Year 2015 / 016 contract for flood insurance for the Umpqua Discovery to National Flood Services in the amount of **\$2,405** and authorize the Mayor, to sign on behalf of the City.
1. Award a Fiscal Year 2015 / 016 contract for Worker's Compensation Insurance to SAIF in the amount of **\$32,089** and authorize the Mayor, to sign on behalf of the City.

Councilor Leslie Collier seconded the motion.

MOTION:

that the City Council award the following:

1. Award a Fiscal Year 2015 / 016 contract for City Manager bonding policy to Old Republic in the amount of **\$300** and authorize the Mayor, to sign on behalf of the City.
1. Award a Fiscal Year 2015 / 016 contract for flood insurance for the Umpqua Discovery to National Flood Services in the amount of **\$2,405** and authorize the Mayor, to sign on behalf of the City.
1. Award a Fiscal Year 2015 / 016 contract for Worker's Compensation Insurance to SAIF in the amount of **\$32,089** and authorize the Mayor, to sign on behalf of the City.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

- C. Shall the City Council adopt a resolution ordering the remand of a variance approval back to the Planning Commission for further consideration of sight distance concerns and assign 2015-014 as the title?

City Manager Jonathan Wright said that on May 4, 2015 the Reedsport City Council held a public hearing on an appeal of a Planning Commission Decision granting a request from Karen Donnelly-Smith to vary from the fence height standard in order to construct a 6' fence along a street-side yard in the (R1) Single-Family Residential zone. The City Council found the application met all of the requirements for variance as set forth in section 10.92.020 of the City's Land Usage Ordinance except one:

- C. The variance would not be materially detrimental to the purposes of this division, or to property in the same zone or vicinity in which the property is located, or otherwise conflict with the objectives of any city plan or policy.*

The City Council found that a solid 6' fence would likely block the view of vehicles backing on to Bowman Road from an adjacent property thus the fence, as proposed, would likely be materially detrimental to said property. Based on this, the matter is being remanded back to the Reedsport Planning Commission to address this issue.

Councilor Diane Essig motioned to adopt a resolution ordering the remand of a variance approval back to the Planning Commission for further consideration of sight distance concerns and assign 2015-014 as the title.

Councilor Leslie Collier seconded the motion.

MOTION:

that the City Council adopt a resolution ordering the remand of a variance approval back to the Planning Commission for further consideration of sight distance concerns and assign 2015-014 as the title.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Barth, Essig, Patten, Collier, Murphy and Turner voted in favor of the motion.)

Mayor Linda McCollum declared the motion passed unanimously.

8. MISCELLANEOUS ITEMS

City Manager Jonathan Wright announced that there will be a volunteer recognition luncheon on Friday, June 12th at 11:30am. Also, a City-wide clean-up event will be on Saturday June 13th. Chainsaw Carving Competition will also be on held over the Father's Day weekend along with many local events.

9. EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL DECEMBER 1, 2014 CITY HALL CONFERENCE ROOM

PRESENT: Mayor Linda McCollum, Councilors Barth, Diane Essig, Collier, Rich Patten and Debby Turner

City Manager Jonathan Wright

City Attorney, Steve Miller

OTHERS PRESENT: Deanna Schafer

EXECUTIVE SESSION

- A. Pursuant to 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.
- B. Pursuant to ORS 192.660(2)(h) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

10. ADJOURN

Linda McCollum, Mayor

ATTEST:

Deanna Schafer, City Recorder