

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION JUNE 6, 2016
7:00 P.M. CITY HALL COUNCIL CHAMBERS

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

OTHERS PRESENT: Vera Koch, Deanna Schafer, Jessica Terra, Debbie McKinney, Deborah Yates, Darlene Ash, Joann Patten, Tom Starner, Rosa Solano, Ed O'Carroll and Victoria Lavallee.

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.

City Manager Jonathan Wright presented the City Council with a petition signed by Laurel Avenue residents and turned in by Ms. Paula Deweese. The item is concerning parking on Laurel Ave. and was referred to the Traffic Safety Committee for further review.

Mr. Tom Starner gave an update on two commercial buildings and ventures he is working on.

Deborah Yates of the STEP program said that Cabela's Corporation has agreed to be the main sponsor for the Salmon Derby this year.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

4. APPROVAL OF THE AGENDA

The agenda was amended to add item J., a resolution authorizing a change of signatories for City bank accounts.

Councilor Frank Barth motioned to approve the agenda as amended.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the Agenda as amended.

VOTE:

AYES 7 NAYES 0

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

5. PUBLIC HEARING

1. Public Hearing to adopt municipal operating budget for Fiscal year 2016/ 2017.

Shall the City Council adopt Resolution 2016-018 adopting the 2016/ 2017 budget for the City of Reedsport, and approving the permanent tax levy rate of \$6.1882 per \$1,000 of assessed value for the fiscal year 2016 / 2017?

Mayor Linda McCollum opened the public hearing at 7:15.

Finance officer said that at the regular Budget Committee meeting of April 25, 2016, the Reedsport City Budget Committee approved a budget totaling \$14,860,230 for Fiscal Year 2016 / 2017. 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 25, 2016.

A public hearing is being held on June 6, 2016 for the Council to consider final adoption of the budget for fiscal year 2016 / 2017. 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.

Changes are allowed per ORS. 294.456 with certain limitations. 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.

Staff is recommending adopting the budget as approved by the Budget Committee on April 25, 2016.

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 was not testimony in favor or opposition of adopting the resolution.

The public hearing was closed at 7:18pm.

Councilor Frank Barth motioned to adopt a Resolution adopting the Fiscal Year 2016 / 2017 Operating Budget and the Capital Improvement Plan and assign Resolution 2016-018 as the title.

Councilor Debbie Turner seconded the motion.

MOTION:

that the City Council adopt a Resolution adopting the Fiscal Year 2016 / 2017 Operating Budget and the Capital Improvement Plan and assign Resolution 2016-018 as the title.

VOTE:

AYES 7 NAYES 0

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

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 2, 2016.
- B. Approve minutes of the regular session of May 2, 2016.
- C. Shall the City Council renew a lease for the Sr. Center to Douglas County Health and Social Services for the purposes of preparing and serving meals for seniors?

Each year the City of Reedsport and Douglas County Health & Social Services Department enter into a contractual agreement for use of the Senior Center kitchen and dining area to serve meals to Senior Citizens. This is a shared lease with the food contractor Compass USA dba Bateman Food Services.

An increase of approximately 2% a month was negotiated for the 2016/2017 fiscal year. The current rate for Douglas County would be \$340.00 per month. Combined with the lease payment of \$312.00 per month from Compass USA, this is a comparable rental amount for dining site leases in Douglas County.

General Fund revenue in the amount of \$4080.00.

***1. Renew a lease for the Sr. Center to Douglas County Health and Social Services for the purposes of preparing and serving meals for seniors.**

D. Shall the City Council renew a lease for the Compass USA for the purposes of preparing and serving meals for seniors?

Each year the City of Reedsport and Compass USA dba Bateman Food Services enter into a contractual agreement for use of the Senior Center kitchen and dining area to prepare meals for Senior Citizens by amendment to the original contract. This is a shared lease with the Douglas County Health & Social Services Department. Staff is proposing the rate include a 2% increase at \$312.00 per month for the fiscal year 2016/2017.

It should be noted that this is half of the amount received for the kitchen lease. Douglas County also pays a portion of the rent. The City Council will also be asked to consider a lease with Douglas County in the amount of \$340.00 a month. This has included a cost adjustment the last three years.

The current lease agreement was negotiated by the City Attorney in August of 2010. There are no proposed changes to the lease.

General Fund revenue in the amount of \$3,744.

***1. Approve an amendment to the lease for the Senior Center to Compass USA for the purpose of preparing and serving meals for seniors and the Meals-on-Wheels program.**

E. Motion to approve the Consent Calendar.

Councilor Leslie Collier motioned to approve the Consent Calendar.

Councilor Rich Patten seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

AYES 7 NAYES 0

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

7. GENERAL BUSINESS

- A. Shall the City Council authorize accepting a grant and its' conditions from the U.S. Department of Agriculture for the acquisition of three new Ford Police Interceptor SUV's?

Chief Duane Wisheart said that as our fleet of police patrol vehicles continues to age and has now become an obsolete make and model, the Police Department has been researching for ways to keep the fleet current without any additional funding on the horizon. A Community Facilities Grant through the U.S. Department of Agriculture has been identified as a possible grant funding source for new police vehicles. The City of Reedspport was initially deemed qualified to apply for this grant based primarily upon our location and other demographic information; population, local unemployment rate, income level, and poverty level. An application was submitted and we have received preliminary approval of the grant.

This grant would ultimately furnish us with three fully equipped and outfitted Ford Police Interceptor SUV's, which has rapidly proven itself to be the police vehicle of choice and the current industry standard, based upon design, abilities and suitability as a patrol vehicle. The approx. total cost of these three outfitted vehicles is \$127,200.00, with the grant funding covering \$92,695.00 and the City's match funding \$34,505.00.

The cost to the city to acquire three brand new cars is approx. \$34,505.00. These funds would be derived from the City's capital reserve funds and estimated future savings. The City currently budgets \$7,000 - \$ 10,000 from these funds for police vehicle replacement. Under this system the City can usually afford to purchase and outfit one used vehicle per year. These high mileage vehicles are expensive to maintain and operate, with a service life of 3-5 years. This grant opportunity will allow the City to forego the purchase of used vehicles for at least the next three years and save the City around \$9000 annually on fuel and maintenance expenses. Between the anticipated savings and frontloading the normally budgeted amount for vehicles the City can more than afford its share of the cost to acquire three new cars.

City Manager Jonathan Wright gave an overview of the cost of retrofitting a used car that has to be stripped, painted and new equipment installed.

Mayor Linda McCollum ask for public comment on the grant application and funding.

Ms. Deborah Yates said that she spent many years as a reporter in Portland, Oregon and regularly road with the K-9 unit. She told of high speed chases and other precarious incidents that regularly happen in larger Cities such as Portland, where the vast majority of Reedport's cars come from. She also referenced an incident where one of the patrol vehicles caught fire while transporting prisoners to the County Jail 90 miles away.

Ms. Debbie McKinney spoke in favor of accepting new vehicles.

Councilor Frank Barth motioned to authorize the City Manager to accept the grant and conditions from the USDA Community Facilities Grant to purchase and acquire three Ford Police Interceptor SUV's, fully outfitted and equipped, with the City's costs to be approx. \$34,505.00.

Councilor Debbie Turner seconded the motion.

MOTION:

that the City Council authorize the City Manager to accept the grant and conditions from the USDA Community Facilities Grant to purchase and acquire three Ford Police Interceptor SUV's, fully outfitted and equipped, with the City's costs to be approx. \$34,505.00.

VOTE:

AYES 7 NAYES 0

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

- B. Shall the City Council award a Fiscal Year 2016 / 2017 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 has been available in the last several years which was the circumstances again this year. The commercial policy is now including \$5,000,000 of coverage from earthquake and flood damage. The CIS presents two proposals for your consideration.

City County Insurance Services (CIS)	\$ 140,482 (option 1)
City County Insurance Services (CIS)	\$ 125,482 (option 2)

Cis has developed an option 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 \$8,806 from last year's quote. Option 2, the City would pay up to \$20,000 in aggregate liability claims per year with a reduced annual premium of \$15,000.

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
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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 \$182 from current year premium.

National Flood Services	\$2,587
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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 increased \$1,775 from current year's quote. The City's Agent of Record Debbie McKinney will explain in more detail.

SAIF Corporation	\$ 33,864
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Decision #1:

Councilor DeeDee Murphy motioned to award a Fiscal Year 2016 / 017 contract for the Commercial Package Policy to the City County Insurance Services, Option 1 in the amount of not to exceed **\$140,482** and authorize the Mayor, to sign on behalf of the City.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council award a Fiscal Year 2016 / 017 contract for the Commercial Package Policy to the City County Insurance Services, Option 1 in the amount of not to exceed **\$140,482** and authorize the Mayor, to sign on behalf of the City.

VOTE:

AYES 7 NAYES 0

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

Decision #2;

Councilor Frank Barth motioned to award a Fiscal Year 2016 / 017 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.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council award a Fiscal Year 2016 / 017 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.

VOTE:

AYES 7 NAYES 0

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

Decision #3

Councilor Diane Essig motioned to award a Fiscal Year 2016 / 017 contract for flood insurance for the Umpqua Discovery to National Flood Services in the amount of **\$2,587** and authorize the Mayor, to sign on behalf of the City.

Councilor Rich Patten seconded the motion.

MOTION:

that the City Council award a Fiscal Year 2016 / 017 contract for flood insurance for the Umpqua Discovery to National Flood Services in the amount of **\$2,587** and authorize the Mayor, to sign on behalf of the City.

VOTE:

AYES 7 NAYES 0

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

Decision #4;

Councilor Frank Barth motioned to award a Fiscal Year 2016 / 017 contract for Worker's Compensation Insurance to SAIF in the amount of **\$33,864** and authorize the Mayor, to sign on behalf of the City.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council award a Fiscal Year 2016 / 017 contract for Worker's Compensation Insurance to SAIF in the amount of **\$33,864** and authorize the Mayor, to sign on behalf of the City.

VOTE:

AYES 7 NAYES 0

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

C. Shall the City Council adopt Resolution 2016-019 authorizing Supplemental Budget and Budget Revision for Fiscal Year 2015 / 2016?

Finance Director Vera Koch said that a Resolution has been drafted which provides for unforeseen changes in the form of a Supplemental Budget and budget revisions for fiscal year budget of 2015 / 2016.

The following information is provided regarding the recommended adjustments. These adjustments were not known at the time of adopting the FY 2015 / 2016 budget. None of the recommended adjustments increase the property tax levy.

This budget adjustment affects pages 61, 77, 91, 105, 106, 229, of the current Adopted Budget for Fiscal Year 2015 / 016.

General Fund Change explanations:

Transient Room Tax

Upon collection and distribution of transient room tax from three of the four fiscal year quarters, the budgetary lines involving the transient room tax must be increased to avoid over expenditure in the distribution of the fourth quarter tax revenue. An increase of \$40,000 is recommended for both the revenue and the expenditure of the tax.

Finance and Community Development departmental units

Due to unforeseen retirement of both the payroll clerk and finance director, additional funds are needed for unbudgeted vacation payoffs and dual coverage for training in the finance department. As part of the retirements, several changes have been created within the operations of City Hall. Job duties and salary changes all contribute to increases needed in each of the Finance and Community Development departmental units. Finance is recommended to be increased by \$10,000 and Community Development by \$5,000. A transfer from Contingency is recommended for funding the increased personal costs.

General Fund Capital Improvement Fund

In November 2015, the Council passed Resolution 2015-022 authorizing a joint venture with the Lower Umpqua Hospital for the replacement of playground equipment at Lions Park. The project amount approved was \$74,000 but the final amount is projected to be \$91,000, an increase of \$17,000 for the supplemental budget. The City will be reimbursed by the Lower Umpqua Hospital Foundation for the full amount prior to year-end.

LINE ITEM CHANGES

GENERAL FUND (#001)

Revenue;

Transient Room Tax (001-000-415250) page 61 is increased from \$160,000 to \$200,000.

Net increase to General Fund revenue is \$40,000.

Expenditures;

Finance Departmental Unit (102)

Personal Services

Department head Salary (001-102-511100) page 77 is increased from \$51,265 to \$61,265, an increase of \$10,000.

Net increase to Finance is \$10,000.

Community Development Unit (106)

Personal Services

Clerk Salary (001-106-511180) page 91 will be increased from \$9,170 to \$14,170, and increase of \$10,000.

Net increase to Community Development is \$5,000.

Non Department Unit (110)

Tourism Promotion (001-110-614580) page 105 is increased from \$155,000 to \$195,000, an increase of \$40,000.

Contingency (001-110-9,400) page 106 is decreased from \$75,000 to \$60,000.

Net increase to Non-Departmental is \$25,000.

Net increase to General Fund expenditures is \$40,000.

The General Fund budget is increased by \$40,000.

General Capital Improvement Fund (025)

Revenue

Lions Park Equipment Grant (025-000-421360) page 229 is increased from \$74,000 to \$91,000, an increase of \$17,000.

Capital Outlay

Lions Park Playground Equipment (025-525-229) page 229 is increased from \$74,000 to \$91,000.

Net change to General Capital Improvement Fund is an increase of \$17,000.

The total budget is increased by \$57,000.

It is recommended that the City Council approve a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2015 / 016; and that Resolution 2016-019 be assigned as the title.

The total budget will be increased by \$57,000 with no increase or decrease in property tax.

Councilor Diane Essig motioned to adopt a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2015 / 016; and assign Resolution 2016-019 as the title.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council adopt a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2015 / 016; and assign Resolution 2016-019 as the title.

VOTE:

AYES 7 NAYES 0

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

- D. Shall the City Council accept a recommendation from the Oregon Department of Transportation concerning sidewalk and entrance improvements to the Highway 101 property?

City Manager Jonathan Wright said that the City Council has received a couple of proposals in the past from Oregon Department of Transportation (ODOT) to close one of the two entrances to the City's Highway 101 property, located at the intersection of 12th street and Hwy 101. During the review of past proposals, it was made clear by the City Council that they were not interested in a proposal that would remove any of the accesses to the property. The unique configuration of the property was cited as problematic to commercial development and would likely restrict any future business on the property to a drive through operation such as a coffee stand. To close off one of the two accesses to the property from 101 would hinder the ability of the site to house such an operation thereby greatly reducing any potential for a future commercial tenant.

ODOT's new proposal would maintain two accesses to the property but would restrict the access the northern access to southbound traffic only and would require the southern access to be shared with the Atzlan Restaurant. ODOT has agreed to pay any

legal costs for the development of the shared access easement and will improve the access all the way into the restaurant's existing parking lot.

The City will have to pay for survey work and attorney costs for the easement but all costs incurred will be reimbursed by ODOT. The estimated upfront expense is not expected to exceed \$1,000.

Councilor Debby Turner motioned to agree to allow ODOT to move forward with this proposal.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council agree to allow ODOT to move forward with this proposal.

VOTE:

AYES 7 NAYES 0

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

- E. Shall the City Council ratify an application for a \$121,000 FEMA grant to overhaul the superstructure under the Elm St levee pump station?

City Manager Jonathan Wright said that the Elm Avenue Stormwater Pump Station conveys stormwater from the Elm St drainage basin to the Umpqua River. Then Elm St drainage basin includes the entire historical "Old Town" downtown core of Reedsport, along with single-family and multi-family residential areas south of downtown.

The entire Elm St drainage basin and adjacent drainage basins have substantial protection from overbank flooding from the Umpqua River and Scholfield Creek by levees that surround these areas. However, the midtown and downtown areas of Reedsport have suffered extremely repetitive stormwater flooding for decades and the frequency of flood events seems to be increasing in recent years.

The Elm St pumpstation is the most important pumpstation because it is the only means to dewater the Elm St basin (the other three basins have gravity drains serving them). This pumpstation is nearing 50 years old and has suffered a number of major breakdowns, the most recent involving the separation of the outfall pipeline due to the lateral shift of the structure during pump start up. Without major repair and upgrade to the superstructure it is only a matter of time before this system suffers another major breakdown.

The replacement of the Elm St Stormwater Pump Station is estimated at \$615,000. This replacement cost estimate was made by Anderson Perry & Associates, Inc. Given the current FEMA mandates for levee certification and a growing list of other maintenance needs, the City does not have the funds to replace this pumpstation nor will it likely for many years. This grant will provide the City with the opportunity to rebuild and brace the superstructure and piping, thereby extending the life of the pumpstation and prolonging the replacement indefinitely.

The grant is for \$125,445 and the City's match obligation would be \$31,361.25. This is an extremely important and worthwhile project but will significantly impact the remaining stormwater funds. Staff hopes that these will be replenished this year with the City's new gas tax.

Councilor Frank Barth motioned to ratify the application for a \$125,445 FEMA grant to overhaul the superstructure under the Elm St pumpstation.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council ratify the application for a \$125,445 FEMA grant to overhaul the superstructure under the Elm St pumpstation.

VOTE:

AYES 7 NAYES 0

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

- F. Shall the City Council approve a notice to proceed to SHN Engineers & Geologists, Inc. to design the MIOX conversion for the Reedsport water treatment plant?

Public Works Director John Stokes said that in consideration of ongoing water plant operating & maintenance (O&M) costs, a portion of the water plant study produced by SHN also addressed the chlorine disinfection system. As part of a detailed review, safety, lifecycle costs and overall operations were considered and a MIOX (Mixed Oxidant Solution) system appears to be the most safe, cost effective and requires the least operational time to maintain.

To further reduce costs to our citizens and City, as well as starting to recuperate operational costs sooner, it is prudent to have the MIOX system designed and constructed as part of the UV system improvements that are currently underway. This

will save mobilization costs and possible future inflation rates for labor and materials. If the system is required to be constructed at a later date, these mobilization, inflation and possible design update fees will need to be accounted for.

The NTP will be in the amount of \$30,500 from 029 inclusive of design, bidding support, construction administration and close-out/post-construction phases.

Councilor Frank Barth motioned to approve the notice to proceed to SHN.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council approve the notice to proceed to SHN.

VOTE:

AYES 7 NAYES 0

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

G. Shall the City Council approve a one year contract extension to SHN Engineers & Geologists, Inc. for "on-call" engineering services?

Public Works Director said that in August 8, 2015, the City Council approved SHN Engineers & Geologists, Inc. for a yearly contract to provide civil, structural, etc. engineering services on an "as-needed" basis. To date, SHN has been the prime engineering firm on the city's water plant UV assessment report and the current upgrade project. To date, the services provided have been professional as well as cost effective with regard to the project.

In order to continue with project continuity through design, construction and project completion, as well as the possibility of additional services that may be needed by the City, it is being recommended that SHN's yearly contract be extended for one additional year through August, 2017.

An extension of the contract will not incur any cost to the City. Only actual projects will incur costs that will be paid from specific project budgets. (It needs to be noted that in assessing the yearly fees, the aggregate total of hourly professional services decreased 2% overall from the 2015/'16 fee structure).

Councilor Debby Turner motioned to approve the one year contract extension to SHN Engineers & Geologists, Inc.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve the one year contract extension to SHN Engineers & Geologists, Inc.

VOTE:

AYES 7 NAYES 0

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

H. Shall the City Council approve a one year contract extension to Dedekind Engineering, LLC for “on-call” engineering services?

Public Works Director John Stokes said that in August 8, 2015, the City Council approved Dedekind Engineering, LLC for a yearly contract to provide civil engineering and other professional services on an “as-needed” basis. To date, Dedekind has been involved with surveying and utility verification for sewer line replacement, HUD grant estimates for water and infrastructure services, wastewater plant chlorine conversion study and various cost estimates for grants and City projects. To date, the services provided have been professional, cost effective and extremely helpful.

In order to continue to provide additional services that may be needed by the City, it is being recommended that Dedekind’s yearly contract be extended for one additional year through August, 2017.

An extension of the contract will not incur any cost to the City. Only actual projects will incur costs that will be paid from specific project budgets. (It needs to be noted that in assessing the professional fees, the amounts unchanged from the 2015/’16 fee structure).

Councilor Frank Barth motioned to approve the one year contract extension to Dedekind Engineering, LLC.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the one year contract extension to Dedekind Engineering, LLC.

VOTE:

AYES 7 NAYES 0

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

- I. Shall the City Council approve a notice to proceed to Anderson Perry & Associates, Inc.(AP) to move forward with the geotechnical investigation and analysis for the Reedsport levee certification?

Public Works Director John Stokes said that in May, 2015, the City Council and AP entered into an agreement for professional services to provide levee certification for the Reedsport levee. To date, AP has been an instrumental partner with the City in systematically working to accomplish this goal. AP's assistance and expertise with the levee survey, stormwater system investigation, current FEMA bathymetric study and other services has proved to be a valuable asset to the City and community.

The next phase of this work that is required is the geotechnical analysis. This will include multiple items such as conducting multiple borings and assessing soil conditions, seepage, geologic conditions, historic land use, etc. This information is necessary to formulate and present exact conditions of the levee and geology to determine scope for possible upgrades and or modifications that will be required in the FEMA levee certification process. Further, as the levee has a tendency to settle, this work will also be utilized to assess the potential and magnitude of any future losses of freeboard as a result of any new settlement and demonstrate how freeboard will be maintained during a flood event. This is also required component of the levee certification process.

It is anticipated that, if approved, the field work will begin early during the month of July, 2016 in order to take advantage of a window of opportunity as well as optimal weather conditions which will require less expensive equipment and less time to perform operations.

The NTP for the geotechnical assessment is the not to exceed amount of \$450,000 and will be partially funded from Urban Renewal with remaining funding from Stormwater Capital Improvement funds. Staff is also pursuing possible grant opportunities in an effort to reduce costs to these funding sources.

Councilor Diane Essig motioned to approve the NTP to Anderson Perry & Associates, Inc. in the not to exceed amount of \$450,000.

Councilor DeeDee Murphey seconded the motion.

MOTION:

that the City Council approve the NTP to Anderson Perry & Associates, Inc. in the not to exceed amount of \$450,000.

VOTE:

AYES 7 NAYES 0

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

J. Shall the City Council adopt Resolution 2016-020 authorizing a change of approved signatories for First Community Credit Union city accounts?

Finance Director Vera Koch said that the First Community Credit Union requires the governing body approve a resolution authorizing signers by name to allow access to the accounts. Each time a change of authorized signers for either staff or Council members takes place, a new resolution is required.

It is staff's recommendation that the Council authorize the change of approved signers to add Jessica Terra, Interim Finance Director, effective 6/6/2016 and remove Vera Koch, retiring Finance Director, effective 06/30/2016.

Councilor DeeDee Murphy motioned to adopt Resolution 2016-020 authorizing a change of approved signatories for First Community Credit Union city accounts.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council adopt Resolution 2016-020 authorizing a change of approved signatories for First Community Credit Union city accounts.

VOTE:

AYES 7 NAYES 0

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

8. MISCELLANEOUS ITEMS

City Manager Jonathan Wright presented Vera Koch with an employee of the Month honor for all of her hard work over the years. She will be retiring at the end of June.

Councilor Frank Barth announced the upcoming Chainsaw Carving Competition held over father's day weekend and said that volunteers are still needed.

Councilor Diane Essig said that the Veterans Dinner held over Memorial Day Weekend was a success. She said that she can't believe how the restaurants in the area step up to help provide food for over 160 people.

Councilor Rich Patten gave an update on the Douglas County Parks Board.

Deb Yates mentioned the Art Walk that will be held in downtown over Father's day weekend.

Mayor Linda McCollum announced that herself and City Manager Jonathan Wright screened application for the new Anderson Perry Academics Scholarship and the recipient was Tragean Smart.

Debbie McKinney announced that the volunteer fire department will hold a Saturday fundraising breakfast on Father's day weekend.

Chie Duane Wisheart announced that the Police Department will be sponsoring a Bike Rodeo on Saturday June 11, 2016 at Highland School Parking lot.

9. ADJOURN

Linda McCollum, Mayor

ATTEST:

Deanna, City Recorder