

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION JULY 11,
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
City Attorney, Steve Miller

OTHERS PRESENT: Deanna Schafer, Jessica Terra, Chief Wisehart, Bob Sharp,
Dawn Lindberg, Darlene Ash, Ed O'Carroll, Deb Yates, Matt
Ruwaldt, Kathy Wall-Meyer

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.*

Main Street sponsored Cycle Stop will hold an open house on Friday the July 15, 2016
at Noon.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

City Manager Jonathan Wright introduced Chalice Brown a student of that is currently
volunteering for the City performing office duties.

4. APPROVAL OF THE AGENDA

Councilor Frank Barth motioned to approve the agenda.

Councilor Debbie Turner seconded the motion.

MOTION:

that the City Council approve the Agenda.

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

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 June 6, 2016.
- B. Approve minutes of the regular session of June 6, 2016.
- C. Shall the City Council adopt a Resolution amending Reedsport Personnel Rules and Regulations Appendix B, Current Salary Schedule and assign 2016-021 as the title?

The Police Sergeant position is listed in the Reedsport Salary Schedule as a Range 18a. This is the only position in the salary schedule with an alpha designation and the actual rate of pay is most similar to a range 20. In order to clean up this anomaly staff is proposing to move the Sergeant pay range to 20 and delete the 18a from the Salary Schedule.

The wage differential in the Range 18a and Range 19 is -138.61 a month which would reduce the Sergeant's current pay rate. A Range 20 is an \$83.07 a month increase; therefore this is the most logical classification. This change was anticipated in the FY 16-17 Budget.

- *1. Adopt Resolution 2016-021 amending the Reedsport Personnel Rules and Regulations Appendix B.

- D. Motion to approve the Consent Calendar.

Councilor Diane Essig motioned to approve the agenda.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve the Agenda.

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 approve "Amendment Number 02 2011 Special City Allotment Agreement Winchester Ave: Elm to W. Railroad" with ODOT for a time extension in order to properly close the project?

Public Works Director John Stokes said that in March 9, 2011, the City and ODOT entered into a Special City Allotment (SCA) agreement regarding the installation of a railroad crossing on Winchester Ave. The City provided match for the grant by supplying cash and taking ownership of Reedsport West Road. The City has fulfilled its obligations to ODOT, however, in discussions with ODOT and in an effort to apply for a 2017 SCA grant, it appeared that the agreement was never closed by ODOT. Without proper close-out, ODOT will not be able to review or award further SCA funds with the City.

In order to allow proper close-out time, an extension via an amendment is needed as the agreement is now beyond the approved original closure date.

Per the SCA agreement, ODOT will reimburse the City up to \$25,000 of costs associated with the project. As the City contributed \$50,000, ODOT will provide the City \$25,000 in reimbursement as a result, after the requested extension is approved and staff then submits an invoice.

Councilor DeeDee Murphy motioned to approve the proposed SCA Agreement No. 27176 extension which will allow staff to invoice ODOT for \$25,000 reimbursement.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the proposed SCA Agreement No. 27176 extension which will allow staff to invoice ODOT for \$25,000 reimbursement.

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 adopt a Resolution of the City of Reedsport authorizing the application to Oregon Department of Transportation Special City Allotment Fund and assign 2016-022 as the title?

Public Works Director John Stokes said that each year, ODOT provides an application process and funds paving projects through its SCA program. The SCA Program was established in 1947 by the State Legislature under ORS 366.805. The guidelines and a working agreement on this program have been developed in cooperation with the League of Oregon Cities. The purpose of the program is to assist cities in repairing or reconstructing city streets which are inadequate for the capacity they serve or are in a condition detrimental to safety. The sum of \$1,000,000 is available for the 2017 program; a maximum of \$50,000 is allotted to each selected city.

It has been determined that Riverfront way meets the ODOT criteria for the application due to its diverse traffic, boat launch facility, UDC and businesses. Further, considering the estimated amount for the project makes the funding allotment feasible for the City budget.

At completion of the project, City will be eligible for reimbursement of up to \$50,000 of project costs. Project costs are budgeted into the 2017 capital streets budget.

Councilor Rich Patten motioned to approve the SCA agreement resolution to allow staff to apply for funds from ODOT for paving Riverfront Way.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council approve the SCA agreement resolution to allow staff to apply for funds from ODOT for paving Riverfront Way.

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 allow the continuation of ordinance 2015-1149 adopted to extend the suspension of utilities system development charges (SDCs)?

City Manager Jonathan Wright said that in December 1, 2011, the City Council adopted Ordinance No. 2011-1111 suspending SDCs for one year (i.e., January-December). The City Council has since extended the suspension consecutively each year; however, during the last two reauthorizations the Council directed staff to add a six month evaluation provision. This provision allows the City Council the option to terminate the suspension, thereby reinstating SDC's, or allow the suspension to continue until the end of the year where an additional extension can be considered.

The 2016-2017 fiscal budget anticipated no new SDCs due to the suspension. Therefore, if Council extends the suspension, no loss of anticipated revenue from SDCs would occur.

Councilor Frank Barth motioned to allow the suspension to continue until the end of the year where an additional extension can be considered.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council allow the suspension to continue until the end of the year where an additional extension can be considered.

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 approve the bill of sale and receipt of property to take ownership of a container filled with emergency supplies for the CERT program?

City Manager Jonathan Wright said that last year Douglas County sought to cut the Coastal Douglas County CERT program from their budget and asked if the City would become host to the program. The CERT program is an outstanding organization and an incredible resource in case of emergency. The Reedsport Fire Department was glad to accept them as a subset of their organization and with this program came the programs including a trailer containing emergency supplies and training equipment. The County is just now getting around to eliminating these assets from their books by transferring ownership to the City.

While the trailer is being offered free to the City the insurance on this vehicle will run around \$100 a year.

Councilor Debbie Turner motioned to approve the bill of sale and receipt for the 5'x8' CERT trailer.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve the bill of sale and receipt for the 5'x8' CERT trailer.

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 enter into an MOU with DLCD for Tsunami resilience assistance?

Community Development Director Jessica Terra said that City of Reedsport staff has been working diligently this past year to identify community resiliency measures, which can be implemented through various short and long range planning efforts. Such efforts include applying for the HUD National Disaster Resilience Competition, updating the Reedsport Natural Hazards Mitigation Plan, participating in the NOAA South Coast Socio-Economic Resilience and Recovery Project, and other similar involvements. City staff feels that in light of the potential Cascade Subduction Zone (CSZ) event, which scientists predict could occur in the near future, it is imperative that the community continue to participate in activities and practices that could save lives and aid the community in a speedy recovery from such a catastrophe. Resiliency means not only preparing for and recovering from a disaster, but also improving/replacing existing facilities and infrastructure to a level that helps lessen the impacts of such an event, in turn allowing for a faster recovery period.

In order to continue with these efforts, Planning Staff has been in communication with representatives from the Department of Land Conservation and Development (DLCD) to discuss developing a Tsunami Inundation Zone overlay and participating in a Beat the Wave simulation.

The Tsunami Inundation Zone overlay (TIZO) would make changes to the Reedsport Comprehensive Plan and Land Usage Ordinance by adopting a set of standards for structures and their uses, which are located or proposed to be located within the hazard area. The boundaries of the zone will be the same or very near to those reflected in the Tsunami Inundation Zone map, published by DOGAMI in 2013. The purpose of these standards will aim to reduce the location of critical and essential facilities within the

zone, create development standards (e.g., building code requirements), and identify possible relocation strategies, plans, and policies.

The Beat the Wave (BTW) simulation will result in the development of a time/distance modeling and mapping product. The modeling will consider potential weaknesses, such as failure of the Scholfield Bridge, failure to deploy the levee gates in time to beat flooding associated with a Tsunami, and/or failure of the levee in areas where settlement may have occurred. The modeling not only provides residents with evacuation routes and estimated speeds of travel to get to safe ground before flooding occurs, but it helps to identify the significant impact of these vulnerabilities. This outreach and education process, provides citizens with one more tool to consider when preparing for the CSZ event.

The result of the BTW project will be enlightening, to say the least, but will also provide supporting data when applying for future funding and granting opportunities. The TIZO, as well, will show that Reedsport is proactive in developing critical facilities out of high-hazard areas and improving resiliency to those that already exist by implementing new code standards at the time of redevelopment or change of use.

Both planning processes can be run simultaneously with the BTW expected to last approximately 6 months, starting in the fall of 2016. The TIZO is anticipated to span 12 months. Both processes will involve significant public outreach, including the formation of a Project Advisory Committee (PAC) for each. The project will involve staff time to coordinate with the State and the community. Facilitation of public hearings, open houses, and PAC meetings will be a partnership between the City and DLCD representatives. Other communities are already participating in these programs and city staff would like to add Reedsport to that list, in an effort to keep the Reedsport Land Usage Ordinance modern, aid in the prevention of loss of life/structure, and improve safety measures and resiliency.

The MOU proposes no financial obligations of the City of Reedsport, other than those associated with mailings, printing, supplies, and staff time involvement. Therefore, an approval of this agreement, will have no major fiscal impact to the City. Should the City's financial obligation to this project deviate, a separate agreement shall be drafted and reviewed by Council for approval such changes.

Councilor Diane Essig motioned to approve the MOU and designate the City Manager to sign the agreement with DLCD.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council approve the MOU and designate the City Manager to sign the agreement with DLCD.

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 adopt an Ordinance adding a provision to allow ODOT to collect the City's fuel tax and assign 2016-1157 as the title?

City Manager Jonathan Wright said that in May of 2016 the electors of Reedsport passed a seasonal tax on the sale of fuel in the City. With the passage of this tax came the responsibility for accounting and collection of the tax from the five (5) different fuel stations in town, most of which have administrative offices outside of this area. This makes the accounting and collection of the tax by City staff somewhat labor intensive and potentially problematic for the fuel station owners who would have yet another form to fill out each month and yet another thing to account for aside from the current state and federal fuel taxes.

ODOT currently collects the state and federal fuel tax and provides City fuel tax collection services to: Astoria, Canby, Coburg, Coquille, Cottage Grove, Eugene, Hood River, Milwaukie, Newport, Springfield, Tigard, Veneta, Warrenton, Woodburn, Multnomah County and Washington County. They are also currently under contract to begin collection for Troutdale and in discussion with Portland. Contracting with them would allow the burden of collection and administration of the City's fuel tax to fall on ODOT and from what Staff was told in a conversation with the owner of Tyree Oil it would simplify the burden of tax administration and accounting by utilizing the same program they already use to pay the state and federal fuel tax.

This proposed amendment would simply incorporate language that would allow for the City to contract the services of ODOT for the collection and administration of the City's fuel tax.

The proposed Ordinance has no financial impact to the City. The actual collection of the tax will cost the City a small portion (less than half a percent) of the proceeds.

Councilor DeeDee Murphy motioned to adopt Ordinance 2016-1157 adding a provision to allow ODOT to collect the City's fuel tax.

Councilor Rich Patten seconded the motion.

MOTION:

that the City Council adopt Ordinance 2016-1157 adding a provision to allow ODOT to collect the City's fuel tax.

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 an amendment to a local agency agreement with ODOT to allow additional State funds to be expended on transportation enhancements throughout Reedsport?

City Manager Jonathan Wright said that a few years back the City applied for and was granted pedestrian improvements from 6th St through Highway 101 on Highway 38 through the Statewide Transportation Improvement Program (STIP). Last May the City Council approved the local agency agreement with ODOT to acknowledge the project and the financial obligation by the City. ODOT is now proposing to amend this agreement to increase the project cost and add provisions for a new stop light on 22nd street.

The estimated total project cost was \$5,081,000. That will be increased to \$7,162,000; however the City's obligation will not change from the previously approved \$228,000.

Councilor Frank Barth said that he is in favor of Oregon Department of Transportation spending the money in the City of Reedsport but he is not in favor of the Road Diet plan for the uptown area so he will have to vote no.

Councilor Diane Essig motioned to approve an amendment to the local agency agreement with the Oregon Department of Transportation for work to be performed within the City limits.

Councilor Rich Patten seconded the motion.

MOTION:

that the City Council approve an amendment to the local agency agreement with the Oregon Department of Transportation for work to be performed within the City limits.

VOTE:

AYES 6 NAYES 1

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

- H. Shall the City Council authorize a 10 year lease with the Reedsport Winchester Bay Chamber of Commerce for the placement of a reader board on City owned property?

City Manager Jonathan Wright said that the Reedsport Winchester Bay Chamber of Commerce has found the placement of overhead road banners announcing area events to be problematic. In February of 2014 one of the poles supporting a banner broke during a wind storm closing highway 38 for a time and last fall one of the cables holding a banner broke damaging two vehicles. The Chamber is now proposing to replace the expense and liability of the banners with an electronic message board. To achieve maximum exposure to both Highway 38 and US Highway 101, the Chamber would like to place the sign in the place of the old A-frame building.

Staff proposes not to charge the Chamber for the lease but instead be allowed to use the board for City events and notices.

Councilor Frank Barth motioned to approve the lease agreement and authorize the City Manager to sign all documents.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council approve the lease agreement and authorize the City Manager to sign all documents.

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 an agreement with the Partnership for the Umpqua River to help with mitigation activities required for the City's boat launch expansion project?

City Manager Jonathan Wright said that in order to receive approval by the Army Corps of Engineers for the expansion of the City's boat launch facility, the City had to agree to mitigate for the perceived impacts of covering soft bottom habitat with the expanded

launch ramp. For this the City requested that they be allowed to use the Port of Umpqua owned Steamboat Island in order to create new soft bottom habitat. This was approved the City has been working with the marine board on the specifics of the mitigation. This is the same mitigation site where Fred Wahl Marine is performing their mitigation for the construction of the expanded ship manufacturing and repair operation on Bolon Island.

In order to perform this work, heavy equipment will have to be barged over to Steamboat Island an over two acres of dirt removed. This is estimated to take approximately 5 (five) days; however, neither City Staff nor Fred Wahl Marine have experience with mitigation so Fred Wahl has agreed to do the earth work and fund the components of both mitigation projects if the City will help with the construction supervision and monitoring. For this the City has been working with Matt Ruwaldt, a biologist from the Partnership for the Umpqua River, who has experience with this type of project and who has agreed to assist the City with the work.

The estimated project cost for the City's portion of the mitigation is \$15,000-\$20,000; however, with Fred doing the construction and with City Staff and the Partnership working together on this, the City's obligation for the total project is estimated not to exceed \$10,000. This agreement is for \$5,000 to begin the process and get both projects and the initial reporting for the Army Corps completed. Monitoring of the mitigation site will take at least 5 years so the City will need to hire the Partnership back to help with this.

Councilor Frank Barth motioned to approve the agreement allowing the City Manager to sign all documents.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve the agreement allowing the City Manager to sign all documents.

VOTE:

AYES 7 NAYES 0

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

- I. Issue: Shall the City Council adopt by resolution, the 2016 Reedsport Natural Hazards Mitigation Plan and assign 2016-023 as the title?

Community Development Director Jessica Terra said that the Federal Emergency Management Agency (FEMA) defines mitigation as "...the effort to reduce loss of life and property by lessening the impact of disasters...through risk analysis, which results in information that provides a foundation for mitigation activities that reduce risk." The Reedsport Natural Hazards Mitigation Plan (NHMP) was developed in order to recognize the threat that natural hazards pose to people, property, and infrastructure within our community. Such hazards, which may impact Reedsport, include: coastal erosion, drought, earthquake, flood, landslide, sea level rise, tsunami, wildfire, windstorm, and winter storm. By undertaking hazard mitigation actions, through the NHMP, the potential for harm will be reduced in the event of future hazard occurrences.

In accordance with 44 CFR Part 201, an approved Natural Hazards Mitigation Plan allows the City of Reedsport to be eligible for pre- and post-disaster mitigation grant programs. Also in accordance with FEMA's rules, the NHMP must be updated every five years so as to update and incorporate new mitigation actions into the Plan and remain eligible for these grant programs. The City of Reedsport last updated the Reedsport NHMP in 2010, as an addendum to the Douglas County NHMP. This year, while Reedsport will again be incorporated into the large County Plan, staff opted to develop a stand-alone document to be submitted and approved by FEMA separately from the County.

The Planning Department initiated the update process in 2015, in order to update the 2010 NHMP. The update included a Project Advisory Committee (PAC) comprised of members of the community, public agencies, City staff, and members of various boards/committees. The role of the PAC members was to evaluate the current plan and consider new hazards which may pose a threat to the community; evaluate the community's vulnerability to, probability of, location of, and extent of the identified hazards; and modify the existing or develop new action items that will aid in the community's resiliency to these listed hazards.

For your convenience, a summary of the changes made during the 2015-16 NHMP update cycle follows this Council Letter.

It should also be noted that the City Manager has already submitted a grant application to FEMA (pending approval of this Plan) requesting funding to upgrade the Elm Street Pump Station.

Councilor DeeDee Murphy motioned to adopt the 2016 Reedsport Natural Hazards Mitigation Plan by resolution and assign 2016-023 as the title.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council adopt the 2016 Reedsport Natural Hazards Mitigation Plan by resolution and assign 2016-023 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.)

8. MISCELLANEOUS ITEMS

An end of term party will be held at Champion Park for the outgoing RARE intern Katie Lockard.

Councilor Rich Patten will be out of town from the 15th of July to the 24th.

Councilor DeeDee Murphy noted that the Chamber of Commerce sponsored Dune Fest event will be held on July 27, 2016 through the 31st.

Councilor Diane Essig noted that the Christmas in July event was a success.

City Manager Jonathan Wright said that he will be taking a group of people to a meeting that will be deciding on grant funding for the Fred Wahl expansion project on Bolen Island. He would like as many people to attend that can to show support for the project.

9. EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL JULY 11, 2016
CITY HALL CONFERENCE ROOM

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

City Manager Jonathan Wright

City Attorney, Steve Miller

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.

10. ADJOURN

Linda McCollum, Mayor

ATTEST:

Deanna, City Recorder