



**City of Reedsport  
City Council Work Session  
and  
Regular Meeting**

**AMENDED AGENDA**

Work Session, 6:00 p.m., City Council Chambers  
Regular Session, 7:00 p.m., City Council Chambers  
451 Winchester Avenue  
Monday, November 7, 2022

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*In accordance with HB2560, the City of Reedsport, to extent reasonably possible, will make all meetings accessible remotely via Zoom and provide the opportunity for citizens to submit oral testimony during the meeting and written testimony by emailing [cdavis@cityofreedsport.org](mailto:cdavis@cityofreedsport.org) by 4:00 p.m. on the day of each regularly scheduled council meeting.*

Zoom Link: <https://us02web.zoom.us/j/88258659119?pwd=SkhkNHhrOUk2eUhud00rS1pVa1BmUT09>

**6:00 p.m. Urban Renewal Quarterly Budget Committee Meeting:** Separate agenda

**6:15 p.m. Quarterly Budget Committee Meeting:** Separate agenda

**6:30 p.m. Work Session:**

1. CALL TO ORDER
2. ITEMS OF BUSINESS
  - A. Review of Reedsport Zoning.
  - B. Vacation Rentals.
  - C. Items on the Agenda.

**7:00 p.m. Regular Meeting:**

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.*
3. PRESENTATIONS, PROCLAMATIONS, AWARDS
  - A. Proclamation for Veteran's Remembrance Day.

B. Swearing in of Police Officer Jacob Molano.

4. APPROVAL OF THE AGENDA

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 work session of October 3, 2022.

B. Approve minutes of the regular session of October 3, 2022.

C. Shall the City Council authorize an Intergovernmental Agreement with Portland State University (Hatfield School of Government Center for Public Services) to complete a compensation and wage analysis? (Council Letter 022-054)

D. Motion to approve the Consent Calendar.

6. GENERAL BUSINESS

A. Shall the City Council adopt a Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone and assign 2022-018 as the title? (Council Letter 022-055)

B. Shall the City Council adopt the Winchester Bay Water Distribution System Plan? (Council Letter 022-056)

C. Shall the City Council approve the purchase of a new backup generator at the water plant? (Council Letter 022-057)

7. MISCELLANEOUS ITEMS

*(Mayor, Councilors, City Manager, City Attorney)*

8. 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.

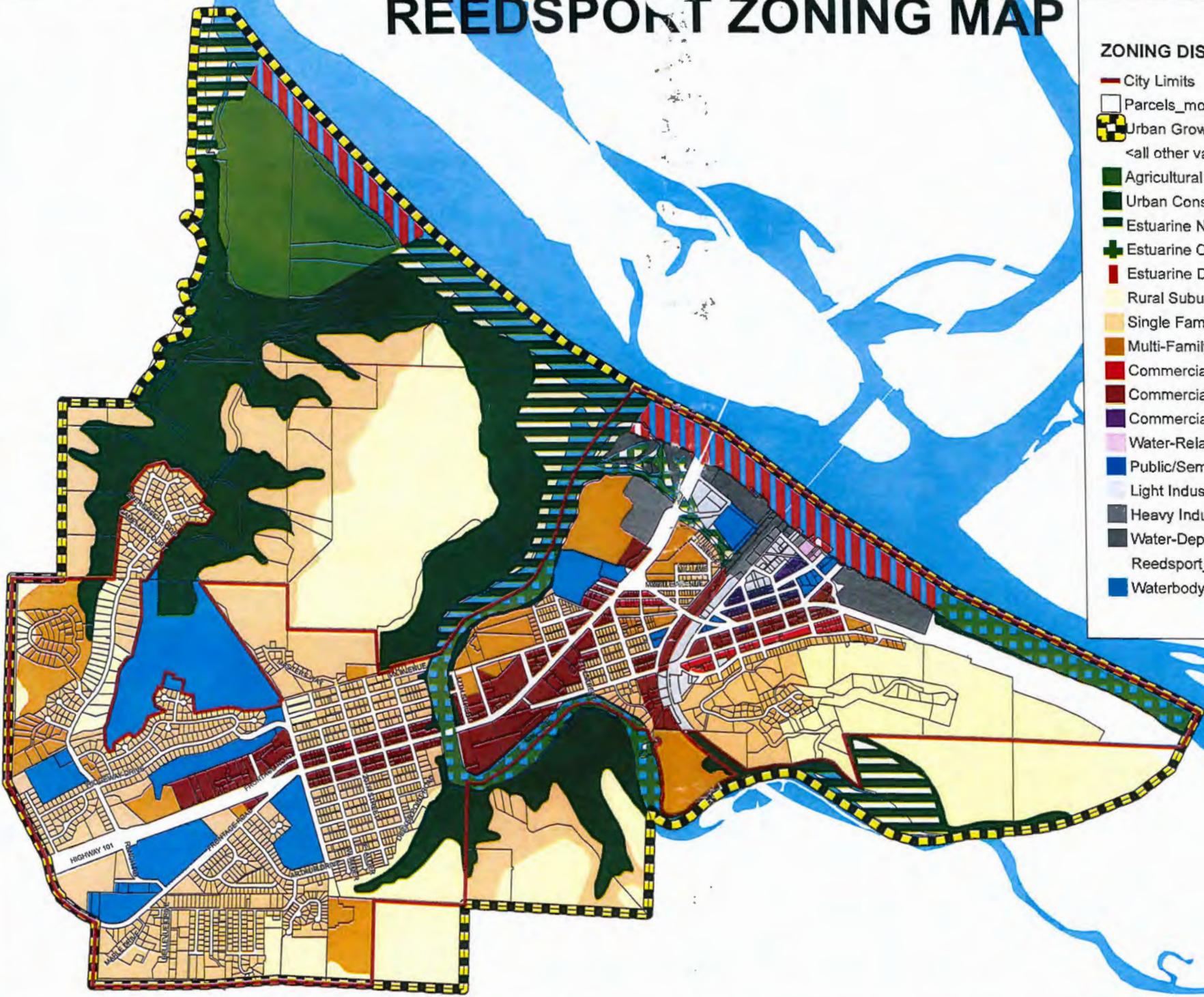
B. Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transaction.

9. ADJOURN

# REEDSPORT ZONING MAP

## ZONING DISTRICTS

-  City Limits
-  Parcels\_modified
-  Urban Growth Boundary
- <all other values>
-  Agricultural Resource
-  Urban Conservation
-  Estuarine Natural
-  Estuarine Conservation
-  Estuarine Development
-  Rural Suburban Residential
-  Single Family Residential
-  Multi-Family Residential
-  Commercial Transitional
-  Commercial
-  Commercial Mixed-Use
-  Water-Related Commercial
-  Public/Semi Public Land
-  Light Industrial
-  Heavy Industrial
-  Water-Dependent Industrial
-  Reedsport\_street\_plat
-  Waterbody



## A Summary of Oregon's Statewide Planning Goals

1. **CITIZEN INVOLVEMENT** Goal 1 calls for "the opportunity for citizens to be involved in all phases of the planning process." It requires each city and county to have a citizen involvement program containing six components specified in the goal. It also requires local governments to have a committee for citizen involvement (CCI) to monitor and encourage public participation in planning.
2. **LAND USE PLANNING** Goal 2 outlines the basic procedures of Oregon's statewide planning program. It says that land use decisions are to be made in accordance with a comprehensive plan, and that suitable "implementation ordinances" to put the plan's policies into effect must be adopted. It requires that plans be based on "factual information"; that local plans and ordinances be coordinated with those of other jurisdictions and agencies; and that plans be reviewed periodically and amended as needed. Goal 2 also contains standards for taking exceptions to statewide goals. An exception may be taken when a statewide goal cannot or should not be applied to a particular area or situation.
3. **AGRICULTURAL LANDS** Goal 3 defines "agricultural lands." It then requires counties to inventory such lands and to "preserve and maintain" them through farm zoning. Details on the uses allowed in farm zones are found in ORS Chapter 215 and in Oregon Administrative Rules, Chapter 660, Division 33.
4. **FOREST LANDS** This goal defines forest lands and requires counties to inventory them and adopt policies and ordinances that will "conserve forest lands for forest uses."
5. **OPEN SPACES, SCENIC AND HISTORIC AREAS AND NATURAL RESOURCES** Goal 5 covers more than a dozen natural and cultural resources such as wildlife habitats and wetlands. It establishes a process for each resource to be inventoried and evaluated. If a resource or site is found to be significant, a local government has three policy choices: preserve the resource, allow proposed uses that conflict with it, or strike some sort of a balance between the resource and the uses that would conflict with it.
6. **AIR, WATER AND LAND RESOURCES QUALITY** This goal requires local comprehensive plans and implementing measures to be consistent with state and federal regulations on matters such as groundwater pollution.
7. **AREAS SUBJECT TO NATURAL DISASTERS AND HAZARDS** Goal 7 deals with development in places subject to natural hazards such as floods or landslides. It requires that jurisdictions apply "appropriate safeguards" (floodplain zoning, for example) when planning for development there.
8. **RECREATION NEEDS** This goal calls for each community to evaluate its areas and facilities for recreation and develop plans to deal with the projected demand for them. It also sets forth detailed

- standards for expedited siting of destination resorts.
9. **ECONOMY OF THE STATE** Goal 9 calls for diversification and improvement of the economy. It asks communities to inventory commercial and industrial lands, project future needs for such lands, and plan and zone enough land to meet those needs.
  10. **HOUSING** This goal specifies that each city must plan for and accommodate needed housing types, such as multifamily and manufactured housing. It requires each city to inventory its buildable residential lands, project future needs for such lands, and plan and zone enough buildable land to meet those needs. It also prohibits local plans from discriminating against needed housing types.
  11. **PUBLIC FACILITIES AND SERVICES** Goal 11 calls for efficient planning of public services such as sewers, water, law enforcement, and fire protection. The goal's central concept is that public services should be planned in accordance with a community's needs and capacities rather than be forced to respond to development as it occurs.
  12. **TRANSPORTATION** The goal aims to provide "a safe, convenient and economic transportation system." It asks for communities to address the needs of the "transportation disadvantaged."
  13. **ENERGY** Goal 13 declares that "land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles."
  14. **URBANIZATION** This goal requires cities to estimate future growth and needs for land and then plan and zone enough land to meet those needs. It calls for each city to establish an "urban growth boundary" (UGB) to "identify and separate urbanizable land from rural land." It specifies seven factors that must be considered in drawing up a UGB. It also lists four criteria to be applied when undeveloped land within a UGB is to be converted to urban uses.
  15. **WILLAMETTE GREENWAY** Goal 15 sets forth procedures for administering the 300 miles of greenway that protects the Willamette River.
  16. **ESTUARINE RESOURCES** This goal requires local governments to classify Oregon's 22 major estuaries in four categories: natural, conservation, shallow-draft development, and deep-draft development. It then describes types of land uses and activities that are permissible in those "management units."
  17. **COASTAL SHORELANDS** The goal defines a planning area bounded by the ocean beaches on the west and the coast highway (State Route 101) on the east. It specifies how certain types of land and resources there are to be managed: major marshes, for example, are to be protected. Sites best suited for unique coastal land uses (port facilities, for example) are reserved for "water-dependent" or "water related" uses.
  18. **BEACHES AND DUNES** Goal 18 sets planning standards for development on various types of dunes. It prohibits residential development on beaches and active foredunes, but allows some other

types of development if they meet key criteria. The goal also deals with dune grading, groundwater drawdown in dunal aquifers, and the breaching of foredunes.

19. ***OCEAN RESOURCES*** Goal 19 aims "to conserve the long-term values, benefits, and natural resources of the

nearshore ocean and the continental shelf." It deals with matters such as dumping of dredge spoils and discharging of waste products into the open sea. Goal 19's main requirements are for state agencies rather than cities and counties.

# Proclamation

*Whereas*, on Veterans Day, we pay tribute to the men and women who have risked their lives to preserve the liberty of our nation, the families who support them, and the heroes no longer with us. It is not weapons or technology that develops the most advanced military in the world; it is the unparalleled spirit, skill, and devotion of our troops; and

*Whereas*, in an unbroken line of valor stretching across more than two centuries, our veterans have charged into harm's way, sometimes making the ultimate sacrifice, to protect the freedoms that have blessed American. Whether Active Duty, Reserve, or National Guard, they are our Nation's finest citizens, and they have shown the heights to which Americans can rise when asked and inspired to do so. Our courageous troops in Iraq, Afghanistan, and around the globe have earned their place alongside previous generations of great Americans, serving selflessly, tour after tour, in conflicts spanning nearly a decade; and

*Whereas*, long after leaving the uniform behind, many veterans continue to serve our country as public servants and mentors, parents and community leaders. They have added proud chapters to the story of America, not only on the battlefield, but also in communities from coast to coast. They have built and shaped our Nation, and it is our promise to support our Soldiers, Sailors, Airmen, Marines, and Coast Guardsmen as they return to their homes and families; and

*Whereas*, with respect for and in recognition of the contributions our service men and women have made to the cause of peace and freedom around the world, November 11<sup>th</sup> was set aside as a legal public holiday to honor our Nation's veterans.

**NOW, THEREFORE, I, Linda McCollum, Mayor of the City of Reedsport**, in the State of Oregon, do hereby proclaim November 11, 2022, as

## VETERANS REMEMBRANCE DAY

and encourage all Americans to recognize and remember the valor and sacrifice of our veterans through appropriate public ceremonies and private prayers.

IN WITNESS THEREOF, I have set my hand and caused the OFFICIAL Seal of the City of Reedsport to be affixed this 7th day of November, 2022.



Linda McCollum, Mayor  
City of Reedsport



MINUTES OF THE REEDSPORT CITY COUNCIL WORK SESSION  
OCTOBER 3, 2022 AT 6:00 P.M. VIA ZOOM & IN PERSON

PRESENT: Mayor Linda McCollum  
 Councilors Jeffrey Vanier, DeeDee Murphy, Joe Liedtky, Rich Patten, and Debby Turner (Councilor Mark Bedard was absent)  
 City Manager Deanna Schafer  
 City Attorney Stephen H. Miller

OTHERS PRESENT: Dep. City Recorder Courteney Davis, Finance Director Michelle Fraley, Interim Police Chief Buddy Young, Allen Teitzel, Dennis Swartz, Keith Tymchuk, Darold Rose, Shaun Gibbs, Bob Gray

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

A. Introduction of Interim Police Chief Young.

City Manager Deanna Schafer introduced the new Interim Chief of Police Buddy Young. Buddy Young retired in February 2022 from North Bend PD after 44 years. He retired as a Sergeant (by choice), but he has also served in the past as a long term Lieutenant and as an interim Chief. He went back to patrol as a Sergeant on the back end of his career because he loved working the road with the Troops and wanted to end his career where he started it on the streets.

He was a sniper on the Coos County Swat team for many years. He was also a hazmat technician on the local hazmat team for many years. He also served terms as a general law detective and a dope detective at SCINT for quite a few years also. He is a background investigator, and was president of their Union for a while. He has sat on both the management side of negotiations as well as the Union member side of negotiations so he knows labor law very well. He has assisted with countless hiring processes. He has managed patrol, detectives, school resource officers, bike officers, k-9 officers, motorcycle officers, dispatchers, reserve officers and explorer cadets. He has his upper level management level certifications through DPSST. He also graduated from the FBI Academy. He is also a Coast Guard veteran. He is also a Rangemaster and has his bachelor's degree in education. He used to teach the reserve officer academy at SWOCC.

B. Lower Umpqua Enterprise Zone.

City Manager Deanna Schafer introduced Mr. Shaun Gibbs from South Coast Development Council. Schafer reminded the Council that this item had been discussed at last month's council meeting, however there were several unanswered questions regarding the recommended amendments.

Shaun Gibbs gave the council a brief overview of SCDC, stating that the organization serves the South Coast from Florence to Brookings Harbor and really tried to focus on the business expansion, retention and recruitment aspect of economic development. SCDC provides a regional tool box of programs and business incentives. He went on to explain that an Enterprise Zone is the State of Oregon's most basic tool for economic development meant for private expansion of business opportunities. In reviewing the Lower Umpqua Enterprise Zone, the Zone takes on a proactive approach to fill in expansion gaps of the previous version. This includes a small portion of the old International Paper Site in Gardiner, which has been added to encompass the entire site for future development opportunities. The area known as Ork Rock in Winchester Bay is another one of those areas that appears to be an unknown gap along with the old mill site on Lower Smith which is a prime location as it is adjacent to the rail line.

Shaun went on to explain that the Dunes of the North Spit came later in the discussion as a potential opportunity for private development. Shaun addressed Councilor Patten's question that all areas are privately held.

Shaun explained that the Douglas County Commission is a sponsor of the Zone but did not have direct influence over the recommended areas of inclusion. Shaun further explained that once SCDC had identified the gaps in the Zone, the sponsors which include Douglas County, the City of Reedsport and the Port of Umpqua were contacted. Shaun continued on that in the last several years they have seen increased interest in the Winchester Bay area from fish processors and aqua filter projects. They have also had increased interest in the Mill Site, considering the expansion taking place in Coos Bay it is natural for developers to be interested in the property.

City Manager Schafer responded to Mayor McCollum's question regarding the original Enterprise Zone which was developed with SCDC and CCD who is also the manager of the Zone. Shaun confirmed that the benefits of an enterprise zone are only available to a private developer not a public entity.

Schafer and Shaun explained that the Dunes area indicated on the map is accessed from Sparrow Park Road and is located on the North Spit not in Winchester Bay. Schafer further explained that most of the adjacent property is now owned by the State or the Forest Service this area is the last 700 acres of privately owned land behind the sea wall. A developer of this area would likely require additional agreements for land access to a new development.

Shaun responded to Mr. Ron Gabel of the Gardiner Sanitary District by explaining the other uses of an Enterprise Zone beyond that of manufacturing and industrial use which would also include recreational type venues, but not that which just opens the dunes to ATV access, as well as hotel or motel. Mr. Gabel went on to state that Gardiner once provided more than 1200 jobs to the community and that is what the area needs and wants, not more areas for ATV riders.

Shaun addressed Citizen Victoria Vallee by explaining that the small area to be added in Gardiner is the area which houses the holding ponds for the former mill site. The acreage

is directly tied to the surrounding land and if purchased part of the land falls in the enterprise zone and this would fully encompass all the mill site.

Councilor Turner went on to express apprehension regarding the Ork Rock area and the Dunes area and recommended the removal of those two areas from the amendment as she was still concerned regarding the driving force behind those properties to be included.

Mr. Gabel stated that he was concerned regarding the cost and responsibility to pave Sparrow Park Road for access to development on the North Spit and where that money would come from. Schafer explained that those costs are usually in the development of the property and would be paid for by the developer.

C. Items on the Agenda.

City Manager Deanna Schafer briefly reviewed other items on the agenda.

Mayor McCollum adjourned the work session at 6:57 p.m.

\_\_\_\_\_  
Mayor Linda McCollum

ATTEST:

\_\_\_\_\_  
Deanna Schafer, City Recorder

DRAFT

MINUTES OF THE REEDSPORT CITY COUNCIL  
OCTOBER 3, 2022 AT 7:00 P.M. CITY COUNCIL SESSION VIA ZOOM & IN PERSON

PRESENT: Mayor Linda McCollum  
Councilors Jeffrey Vanier, DeeDee Murphy, Joe Liedtky, Rich Patten, and Debby Turner (Councilor Mark Bedard was absent)  
City Manager Deanna Schafer  
City Attorney Stephen H. Miller

OTHERS PRESENT: Dep. City Recorder Courteney Davis, Finance Director Michelle Fraley, Interim Police Chief Buddy Young, Fire Chief Tom Anderson, Allen Teitzel, Dennis Swartz, Keith Tymchuk, Jake Johnson, Darold Rose, Shaun Gibbs, Nick Middleton, Shawn McClure, Shaelynn Middleton, Ron Eberlein, Bob Gray

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor McCollum called the meeting to order at 7:02 P.M.

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.*

A. Keith Tymchuk of 1405 Ranch Road addressed the council regarding the joint proclamation to name the new Scottsburg Bridge after late Representative Caddy McKeown and how he was hopeful a member of the council would reconsider their previous decision.

B. Dennis Swartz of 2799 Frontage Road addressed the council regarding the initiative of creating Umpqua County along with the implications of Measure 114 which was recently passed by the legislature.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

A. A proclamation recognizing October as Fire Prevention Month.

Madam Mayor read a proclamation recognizing October as Fire Prevention Month and encouraged our citizens to be proactive and take precautionary measures to avoid fires and participate in public safety activities.

B. Swearing in of Officer Brandon Bern.

Madam Mayor commenced the Oath of Office for newly appointed Officer Brandon Bern of the Reedsport Police Department.

4. APPROVAL OF THE AMENDED AGENDA

The City Manager requested that the agenda be amended to strike the executive session.

Councilor Turner motioned to approve the Agenda.

Councilor Liedtky seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

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 work session of August 29, 2022.
- B. Approve minutes of the work session of August 29, 2022.
- C. Motion to approve the Consent Agenda.

Councilor Patten motioned to approve the Consent Agenda.

Councilor Murphy seconded the motion.

MOTION:

that the City Council approve the Consent Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

6. GENERAL BUSINESS

- A. Shall the City Council adopt a Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone and assign 2022-014 as the title?

City Manager Deanna Schafer stated that the City of Reedsport is currently a member of the Lower Umpqua Enterprise Zone which was jointly established in 1996. The zone includes most of Reedsport, parts of Gardiner and Winchester Bay. The purpose of the zone is to encourage businesses to make new or additional investments that will improve employment opportunities, spur economic growth and diversify business activities.

The primary benefit to a qualifying businesses is a 3-5 years property tax exemption for new investments in plant facilities, equipment and related improvements. It is important to note that this is not available to residential development, entertainment, tourism, healthcare, property management, leasing space, construction and sales of goods or services at the retail level.

Staff has been working with the Port of Umpqua, Douglas County and CCD Business Development Corporation, whom is the Enterprise Zone Manager for the last several months. A boundary change for the Enterprise Zone would add the area, re-configure the Enterprise Zone allowing additional site availability, which would benefit the local area through regional economic development and marketing.

There is no fiscal impact.

Councilor Turner, Patten and Vanier stated that they were not comfortable with the adoption of the amendments as they are uncertain regarding the Douglas County Commissioners involvement in the pursuit of the amendments and were concerned regarding the loss of tax dollars to the community.

Councilor Murphy added that she was concerned about Ork Rock in particular considering the County is already utilizing that for additional camping sites and is concerned regarding the future of the property.

Madam Mayor added that Shaun Gibbs had stated that the County was not the ones that suggested these amendments but SCDC. City Manager Deanna Schafer added that a property owner or developer could still develop a property based on its current zoning even if it does not lay within the Enterprise Zone and that the Enterprise Zone simply adds a tax advantage to the property development for 3-5 years. Schafer added that the County receives no benefit to an Enterprise Zone and if the land isn't developed for private use the County will probably continue to utilize the land for its own benefit.

Shaun Gibbs added that the program is meant to encourage private economic development and the property locate at Ork Rock has been of interest to several seafood processing facilities and aquaculture farms because of the lack of availability on the coast; including the property in the enterprise zone would encourage these developers to relocate to coastal Douglas County and other areas in the City for private enterprise only.

Councilor Murphy motioned that the City Council table the issue and direct staff to conduct additional research regarding the ownership and zoning along Sparrow Park Road and how a developer would provide access to the property and the driving force behind the amendments to the Enterprise Zone.

Councilor Vanier seconded the motion.

MOTION:

that the City Council table the issue and direct staff to conduct additional research regarding the ownership and zoning along Sparrow Park Road and how a developer would provide access to the property and the driving force behind the amendments to the Enterprise Zone.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

- B. Shall the City Council adopt a Resolution amending Personnel Rules and Regulations Section 40, Political Activity assigning 2022-019 as the title?

Deputy City Recorder Courteney Davis stated that the purpose of the Personnel Rules and Regulations is to provide systematic and equitable procedures and regulations relating to the hiring, compensation, hours of work, leave, safety, training, working conditions and other matters effecting the status of the employees of the City of Reedsport. The rules and regulations are provided to maintain uniformity and equality in personnel matters which will make the City attractive as a career and to encourage each employee to give their best.

Staff has been tasked with updating the current personnel rules and regulations to conform to applicable laws and modernization as most rules and regulations have not been updated since 1994. Staff has taken the previously established Section 40 and amended it to be more expansive in description based on current state laws.

There is no fiscal impact.

Councilor Murphy motioned that the City Council adopt a Resolution amending Personnel Rules and Regulations Section 40, Political Activity assigning 2022-019 as the title.

Councilor Vanier seconded the motion.

MOTION:

that the City Council adopt a Resolution amending Personnel Rules and Regulations Section 40, Political Activity assigning 2022-019 as the title.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

- C. Shall the City Council extend the annual contract(s) to perform on-call/as-needed engineering services through *September 30, 2023*?

Deputy City Recorder Courteney Davis stated that the on September 2, 2020, City staff advertised a Request for Qualifications (RFQ) for engineering and professional services as the current consulting contracts were expired. The City then received four (4) Statements of Qualifications (SOQ) from interested firms. On September 24, 2020 the City conducted a review panel for the SOQ's. As a result of the review process, it was found that all four firms met the qualifications requested.

The Council approved and staff worked with the City Attorney to draft contracts for all four engineering firms. The term of the contracts was one year with two options to extend for an additional one (1) year at the City's discretion, making the maximum duration of contracts three (3) years.

The firms of Civil West, Dyer Partnership and SHN wish to exercise the last option extension on the current contract for a maximum term expiring on September 30, 2023. The firm of Anderson Perry & Associates was issued a separate contract which expires in 2025 which aligns with the Levee Improvement Project.

Notices to Proceed/Task Orders will not be issued to any consultant without first receiving a proposal based on a defined scope of work. Funding specific to any project will be allocated prior to any Notice to Proceed/Task Order is issued. There are no financial obligations to the City with regard to the maintenance of the contract and there are no commitments of minimum work to be assigned to any firm.

Councilor Liedtky motioned that the City Council authorize the extension of professional services contracts for Civil West, Dyer Partnership and SHN to perform on-call/as-needed engineering services for an additional one year.

Councilor Turner seconded the motion.

MOTION:

that the City Council authorize the extension of professional services contracts for Civil West, Dyer Partnership and SHN to perform on-call/as-needed engineering services for an additional one year.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

D. Shall the City Council appoint a person to the Parks & Beautification Committee- Position #7 for a term ending December 31, 2023?

Deputy City Recorder Courteney Davis stated that the on December 31<sup>st</sup> of each year, various positions on the Reedsport citizen participation boards, commissions and committees expire. Occasionally there are positions that remain vacant.

Citizen Chris Adamson has applied for the City Parks and Beautifications Committee, which currently has one (1) vacancy with a term that expires on December 31, 2023.

There is no fiscal impact.

Councilor Murphy motioned that the City Council appoint Citizen Chris Adamson to the City Parks and Beautification Committee for a term expiring on December 31, 2023.

Councilor Turner seconded the motion.

MOTION:

that the City Council appoint Citizen Chris Adamson to the City Parks and Beautification Committee for a term expiring on December 31, 2023.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Patten and Turner voted in favor of the motion)

7. MISCELLANEOUS ITEMS

(Mayor, Councilors, City Manager, City Attorney)

1. City Manager Deanna Schafer stated that the ODOT project with the ADA ramps is nearing completion.
2. Schafer stated that ODOT is moving forward with installing a new overhead street light at Highway 101 and Winchester Avenue to increase pedestrian safety however due to inflation the proposed lights at 13<sup>th</sup> Street and 20<sup>th</sup> Street will be included in the future reconfiguration of the highway.
3. Schafer stated that she has been asked to speak at a water conservation workshop that will be held in Coos Bay in November. The workshop will include a detailed tour of our water plant and watershed as it is unique.
4. Schafer stated that the City has identified a potential fix for the taste and odor issue in the water. Schafer added that another small community in Oregon was experience the same issue and has put in some equipment that only runs about six months out of the year which would be substantially cheaper than the alternatives that have been proposed.
5. Schafer stated that the Planning Department has received a full set of plans for the new RV Park off Port Dock Road.
6. Schafer stated that the Seismic design for Turner Station is complete and the Police/Fire Station is at about 50% however the project is now estimated to be \$300,000 over budget.
7. Schafer stated that Dyer Partnership has completed the Winchester Bay Water Master Plan that will be presented to the Council in the near future and that the County is going to assist with the necessary funding to extend the 12 inch line west over the bridge to Lighthouse Rd.
8. Schafer stated that she and Mayor McCollum attended the dedication of Scottsburg Bridge.
9. Schafer stated that the City's Housing Needs Analysis and Buildable Land Inventory is almost complete.
10. Schafer stated that the location of the new water tower in Master Heights is roughly laid out with a gravel road having been completed.
11. Schafer stated that in recent conversations with Dyer Partnership it may be possible to put a gravity fed line from the church on the hill to the new tower instead of having to pump from Lion's Park.
12. Deputy City Recorder Courteney Davis stated that Gary Heard had recently completed two murals at the senior center which were dedicated in a private ceremony to the late Jean Harris Hall of Valor.
13. Finance Director Michelle Fraley stated that she has completed the setup on all the iPhones purchased for the Police Officers to use in compliance with CJIS.

ADJOURN

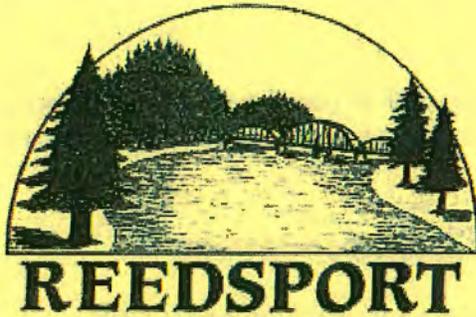
Mayor McCollum adjourned the meeting at 7:30 P.M.

\_\_\_\_\_  
Linda McCollum, Mayor

ATTEST:

\_\_\_\_\_  
Deanna Schafer, City Recorder

DRAFT



## CITY of REEDSPORT

451 Winchester Avenue  
 Reedsport, OR 97467-1597  
 Phone (541) 271-3603  
 Fax (541) 271-2809

Honorable Mayor and  
 Members of the City Council  
 Reedsport, Oregon

Council Letter 022-054  
 Agenda of November 7, 2022  
 RE: IGA for Wage and  
 Compensation Study

### ISSUE:

Shall the City Council authorize an intergovernmental agreement with Portland State University (Hatfield School of Government Center for Public Services) to complete a compensation and wage analysis?

### BACKGROUND:

A compensation and wage analysis is a popular process that businesses and municipalities use to understand how they are paying their employees in relation to one another. Because market trends shift regularly, businesses can benefit from conducting regular compensation analyses to see if they are paying a fair salary or if they need to reevaluate pay to keep and attract skilled employees. The result of a compensation analysis is a formal pay structure companies can use as a guide in hiring or adjusting pay.

The City of Reedsport last completed a formal compensation study in 2010 with a wage update conducted in 2018. Staff wishes to see how our compensation package including salaries, insurance premium coverage, PERS contributions and other incentives provided to employees compares to other municipalities of similar population and public services provided.

Staff solicited three individual proposals from Portland State University (PSU), HR Answers, and Local Government Personnel Services (LCOG). PSU provided the most comprehensive and budgetary proposal of the three. The final report will include base salary, employee health insurance contributions, holiday, and vacation, sick and administrative paid time off, longevity pay, employer's contribution to PERS and any non-discretionary deferred compensation provided by the employer.

### FISCAL IMPACT:

Services provided under the agreement shall not exceed \$11,913.

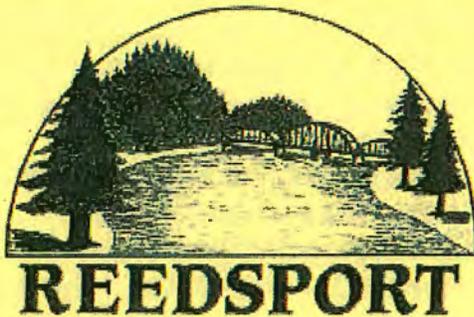
COUNCIL ALTERNATIVES:

- \*1. Authorize an intergovernmental agreement with Portland State University (Hatfield School of Government Center for Public Services) to complete a compensation and wage analysis**
2. Table this issue and direct city staff to conduct additional research.
3. Decline to authorize an intergovernmental agreement with Portland State University to complete a compensation and wage analysis.

RECOMMENDATION:

Staff recommends alternative #1.

Deanna Schafer  
City Manager



## CITY of REEDSPORT

451 Winchester Avenue  
 Reedsport, OR 97467-1597  
 Phone (541) 271-3603  
 Fax (541) 271-2809

Honorable Mayor and  
 Members of the City Council  
 Reedsport, Oregon

Council Letter 022-055  
 Agenda of November 7, 2022  
 RE: Lower Umpqua Enterprise  
 Zone Boundary Change

### ISSUE:

Shall the City Council adopt a Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone and assign 2022-014 as the title?

### BACKGROUND:

A draft Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone (2022-014) was originally brought to the Reedsport City Council for potential adoption on August 29, 2022. At that time it was requested that staff invite Shaun Gibbs of the South Coast Development Council (SCDC) to discuss the proposed changes to the Enterprise Zone boundaries and present at the October 2022 meeting. At that meeting the Resolution was again tabled and staff was instructed to conduct more research.

The two areas that garnered the most questions, are the addition of privately owned property North West of Gardiner Oregon, in a currently undeveloped area of approximately 700 acres, currently known as the Duval property. The property is bordered on the West by mostly governmentally managed land, most notable, USFS, Oregon State Parks. On the East and North East of the property the land owners are private timber companies, Douglas County and the former International Paper Co. The USFS has shown an interest in applying for grants to purchase the property in recent years and the Reedsport City Council has supported those efforts. They have not been successful and the Duval family trust has made indications that they are looking to sell the property to private investors.

The property is currently zoned 'CS' for Conservation Shorelands (attached). This zoning is based on the current conditions of undeveloped land. An owner can apply to rezone the property with compelling evidence that the property could support other uses in the future. This property was recommended to be added to the zone by the City of Reedsport and the Port of Umpqua. The goal was to add the property to the Enterprise Zone in order to create an incentive for future private development.

The second property in question was the point on Ork Rock Rd. The reason this property was proposed to be added to the zone is that Shaun Gibbs (SCDC) has shown the property to several prospective developers and discovered that that is the only portion of the undeveloped land out on Ork Rock Road that is not currently in the zone. Shaun proposed that the property be added as it was discussed that one of these potential developers would have been more interested if the property was included in the zone. A zone designation doesn't benefit a governmental agency and can only be utilized by private development.

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

1. Adopt a Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone and assign 2022-014 as the title authorizing CCD Business Development Corp., to prepare and submit a technical memoranda to Business Oregon.
2. Decline to adopt a Resolution.
3. Table the issue and direct staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Deanna Schafer  
City Manager

ATTACHMENTS:

1. Resolution 2022-014 (Exhibit A-D)
2. Copy of Council Letter 022-044
3. Douglas County Resolution 2022-0879
4. Port of Umpqua Resolution
5. Conservation Shorelands Zoning

**RESOLUTION NO. 2022-014****A RESOLUTION OF THE CITY OF REEDSPORT REQUESTING A BOUNDARY CHANGE FOR THE LOWER UMPQUA ENTERPRISE ZONE**

WHEREAS, in 1996, Douglas County and the City of Reedsport successfully applied for an enterprise zone, which was designated as the Lower Umpqua Enterprise Zone by the Governor of the State of Oregon; and

WHEREAS, the designation of an enterprise zone does not grant or imply permission to develop land within the Zone without complying with all prevailing zoning, regulatory and permitting processes and restriction of any and all local jurisdictions; nor does it indicate any public intent to modify those processes or restrictions, unless otherwise in agreement with applicable comprehensive land use plans; and

WHEREAS, the Lower Umpqua Enterprise Zone, offers a three to five year property tax exemption to eligible business firms for new investments in plant facilities, equipment and related improvements, is a critical element of local efforts to increase employment opportunities, raise local incomes, encourage investments by new and existing businesses and secure as well as diversify the local economic base; and

WHEREAS, the City desires to amend the zone boundary for the Lower Umpqua Enterprise Zone; and

WHEREAS, officials of the City of Reedsport, the Port of Umpqua, and Douglas County agree in requesting a boundary change to the Lower Umpqua Enterprise Zone that would add the area indicated on the attached map and more particularly described in EXHIBIT B; such that the amended Enterprise Zone would be re-configured according to the attached map, more particularly described in EXHIBIT C and EXHIBIT D.

WHEREAS, special notification was sent to all affected taxing districts regarding the zone change. No comments were received; and

WHEREAS, this change in the boundary of the Lower Umpqua Enterprise Zone would allow additional site availability, which would benefit the local area through regional economic development and marketing; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REEDSPORT AS FOLLOWS:**

The City of Reedsport requests a change in the boundary of the Lower Umpqua Enterprise Zone as shown in the attached maps and legal descriptions (EXHIBITS A-D).

The City of Reedsport, hereby authorizes CCD Business Development Corp., Enterprise Zone Manager, to prepare and submit technical memoranda to Business Oregon, along with the Resolution and other necessary documents, verifying that the requested boundary change to the "Lower Umpqua Enterprise Zone" complies with the requirement

of ORS 285C.115, so that the request herein may be approved by the order of the Director of Business Oregon.

EFFECTIVE DATE OF RESOLUTION: this Resolution shall become effective immediately upon passage by the City Council.

PASSED BY THE CITY COUNCIL this 7th day of November 2022.

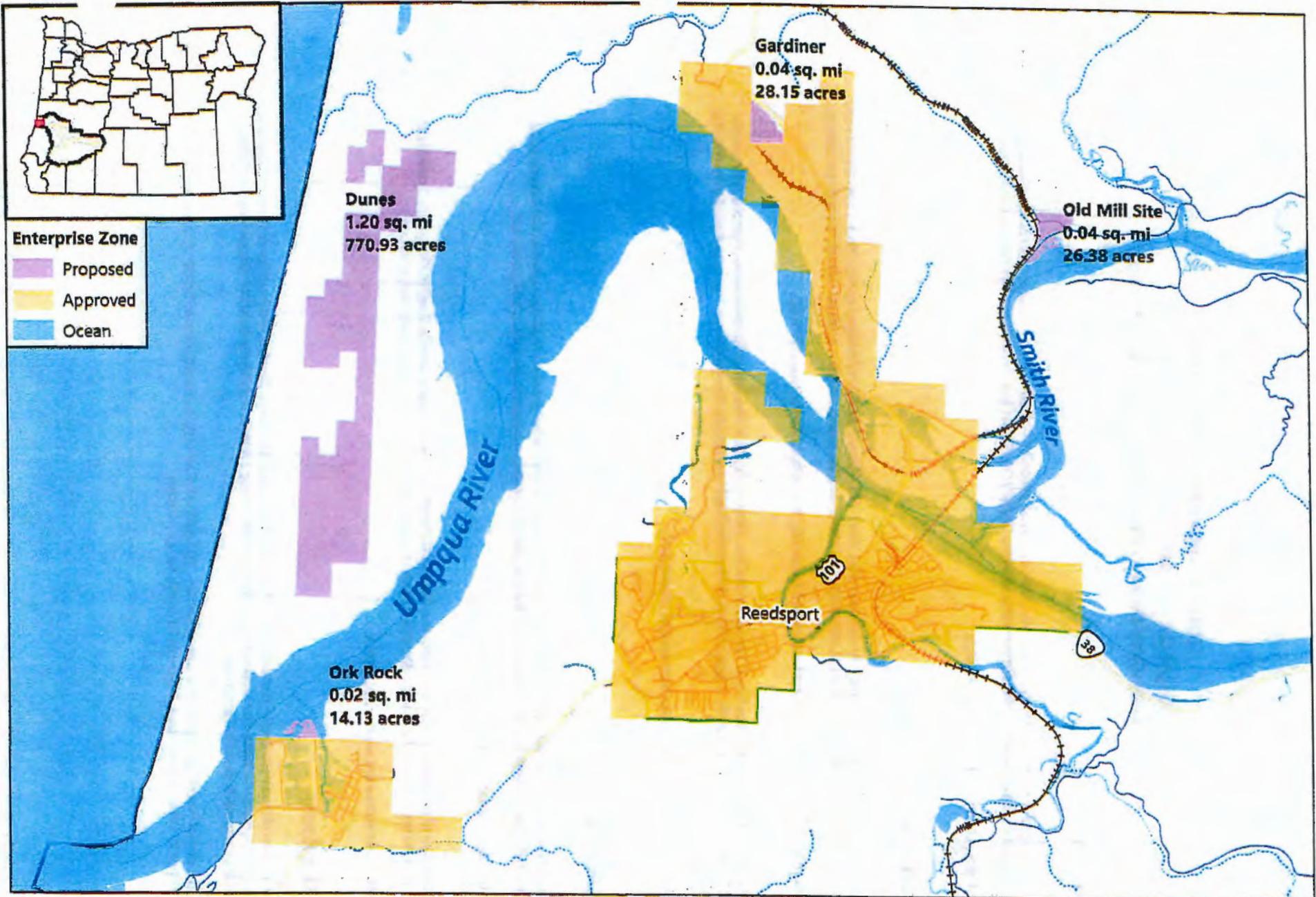
AYES \_\_\_\_\_ NAYS \_\_\_\_\_

APPROVED BY THE MAYOR this 7th day of November 2022.

\_\_\_\_\_  
Mayor Linda McCollum

ATTEST:

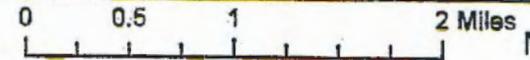
\_\_\_\_\_  
Deanna Schafer, City Recorder



 **Douglas County GIS**  
Lower Umpqua Enterprise Zones

Approved: 7.1 sq. mi  
Proposed: 1.31 sq. mi  
Sum: 8.41 sq. mi

1 inch equals ~1 miles



Disclaimer: This map is provided for informational purposes and the attached data may contain inaccuracies and deviations.



Resolution 2022-014 Exhibit A

**Lower Umpqua Enterprise Zone  
Legal Description for Zone Change July 2022  
Boundary Change Amendment- Proposed Areas**

**Dunes:**

A portion of land described in Instrument No. 2015-4829, Deed Records of Douglas County, Oregon, Sections 18, 19, 30, and 31, Township 21 South, Range 12 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

All of said instrument number 2015-4829.

**Gardiner:**

A portion of land described as Unit 1 in Instrument No. 2007-14352, Deed Records of Douglas County, Oregon, Sections 15 and 16, Township 21 South, Range 12 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

All of said Unit 1 that lies in the aforementioned Section 15, Township 21 South, Range 12 West.

A portion of land described as Parcel 2 in Instrument No. 2016-17671, Deed Records of Douglas County, Oregon, Sections 15, 16, and 22, Township 21 South, Range 12 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

All of said Parcel 2 in said instrument number 2016-17671.

**Old Mill Site:**

A portion of land described in Instrument No. 2021-225, Deed Records of Douglas County, Oregon, Section 24, Township 21 South, Range 12 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

All of said instrument number 2021-225.

A portion of land described in Instrument No. 2014-5952, Deed Records of Douglas County, Oregon, Section 24, Township 21 South, Range 12 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

All of said instrument number 2014-5952.

**Ork Rock:**

A portion of land described in Instrument No. 2021-5685 of the Deed Records of Douglas County, Oregon, Section 6, Township 21 South, Range 12 West, and Section 1, Township 21 South, Range 13 West, Willamette Meridian, Douglas County, Oregon, more particularly described as follows:

The part of Parcel 2 as described in Instrument No. 2021-5685 that belongs in aforementioned Section 6, Township 21 South, Range 12 West, and Section 1, Township 21 South, Range 13 West.

**Lower Umpqua Enterprise Zone  
LEGAL DESCRIPTION**

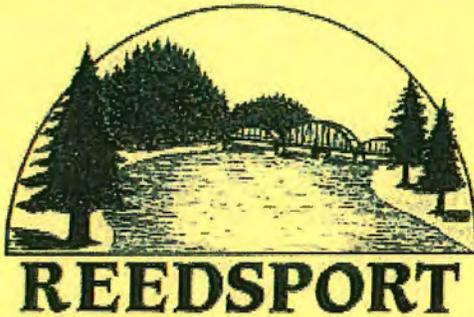
**T R Sec**

- 21-12-15** W 1/2 of NE 1/4  
SE 1/4 of NW 1/4  
SW 1/4  
W 1/2 of SE 1/4
- 21-12-16** NE 1/4  
NE 1/4 of SE 1/4
- 21-12-22** W 1/2 of NE 1/4  
SE 1/4 of NE 1/4  
E 1/2 of NW 1/4  
SE 1/4
- 21-12-26 S 1/2 of NW 1/4  
SW 1/4  
W 1/2 of SE 1/4
- 21-12-27 N 1/2 of NE 1/4  
SE 1/4 of NE 1/4  
SW 1/4 of NW 1/4  
N 1/2 of SW 1/4  
E 1/2 of SE 1/4
- 21-12-28 SE 1/4 of NE 1/4  
E 1/2 of SE 1/4
- 21-12-33 NE 1/4 of NE 1/4  
S 1/2 of NE 1/4  
E 1/2 of SW 1/4  
SE 1/4
- 21-12-34 NE 1/4 of NE 1/4  
S 1/2 of NE 1/4  
S 1/2 of NW 1/4  
S 1/2
- 21-12-35 NW 1/4 of NE 1/4  
S 1/2 of NE 1/4  
NW 1/4  
S 1/2
- 21-12-36 SW 1/4
- 22-12-02 NW 1/4 of NE 1/4  
N 1/2 of NW 1/4

**Lower Umpqua Enterprise Zone  
LEGAL DESCRIPTION**

T R Sec		
22-12-03	N 1/2 of NE 1/4 NW 1/4 NW 1/4 of SW 1/4	
22-12-04	NE 1/4 E 1/2 of NW 1/4 NE 1/4 of SW 1/4 N 1/2 of SE 1/4 and along the center line of Highway 101 through SW 1/4 of 22-12-04; through SE 1/4 of 22-12-05; through NE 1/4 of 22-12-08; through NW 1/4 of 22-12-08 into SW 1/4 of 22-12-08	
22-12-08	NW 1/4 of SW 1/4	
22-12-07	W 1/2 of NE 1/4 NW 1/4 N 1/2 of SW 1/4 N 1/2 of SE 1/4	
22-13-12	E 1/2 of NE 1/4 NE 1/4 of SE 1/4	
21-12-18		Dunes
21-12-19		Dunes
21-12-30		Dunes
21-12-31		Dunes
21-12-24		Old Mill
21-13-6		spit
21-13-1		spit

Gardiner, above highlighted in yellow



## CITY of REEDSPORT

451 Winchester Avenue  
 Reedsport, OR 97467-1597  
 Phone (541) 271-3603  
 Fax (541) 271-2809

Honorable Mayor and  
 Members of the City Council  
 Reedsport, Oregon

Council Letter 022-056  
 Agenda of November 7, 2022  
 RE: W.B. Water Distribution Plan

### ISSUE:

Shall the City Council adopt the Winchester Bay Water Distribution System Plan?

### BACKGROUND:

When the Reedsport City Water Department took over the water system in Winchester Bay the City was given very few system-wide maps of the area. With little to no information to go off, it has made it very difficult for the Water Department to complete work without extensive research each time. In November of 2021 City staff asked for approval for Dyer Partnership to complete a task order for Winchester Bay Water Distribution Plan, the task order was approved.

Dyer Partnership has since completed the Winchester Bay Water Distribution Plan and the City will now have a guiding document to be able to refer to.

### FISCAL IMPACT:

There is no cost associated with the adoption of the Winchester Bay Water Distribution System Plan. Any future expenditures associated with the implementation of the Plan would need Council review and approval before taking action.

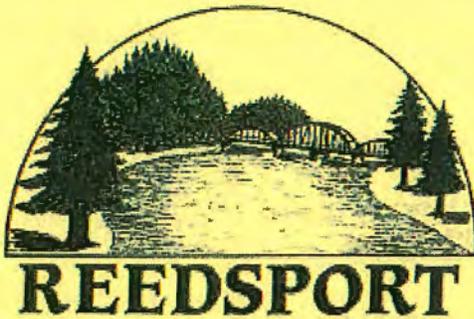
### ALTERNATIVES:

1. Adopt the Winchester Bay Water Distribution System Plan.
2. Decline to Adopt the Winchester Bay Water Distribution System Plan.
3. Provide staff with further instruction.

### RECOMMENDATION:

Staff recommends alternative #1.

Kimberly Clardy  
 Public Works Director



## CITY of REEDSPORT

451 Winchester Avenue  
 Reedsport, OR 97467-1597  
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 Fax (541) 271-2809

Honorable Mayor and  
 Members of the City Council  
 Reedsport, Oregon

Council Letter 022-057  
 Agenda of November 7, 2022  
 RE: New water plant generator

### ISSUE:

Shall the City Council approve the purchase of a new backup generator at the water plant?

### BACKGROUND:

In October 2019 the backup generator for the water plant needed to be repaired. The stator winding (the stator converts the rotating magnetic field to electric current) had shorted out and needed to be repaired and rewound. Since the generator is a backup for our water plant we had to also rent a generator in case of a power outage. Because it took so long to repair, the rental was almost as much as the repair itself. Between the rental and repair of the generator, the total price was \$44,410.

The generator is now in need of repairing/rebuilding the injection pump and performing a cooling system service which includes replacing hoses, thermostats, gaskets, caps, and belts. If they tear into the existing problem and find additional problems the cost for repairs could go up as would the rental of a standby generator. The quote does not include the electrician's cost to hook up and disconnect the rental generator. The generator is a 1996 model and putting another \$25,000 into the equipment is not practical. It serves as the backup generator for the water plant should the power go out, so we are not able to go without a generator.

City staff received five quotes with Peterson Cat being the lowest bidder.

### FISCAL IMPACT:

Peterson Cat returned the lowest overall cost proposal to the City at \$66,144. Staff is requesting \$75,000 for contingencies and electrical work which is not included in the quotes. The generator will be funded out of Water (003) capital improvements.

ALTERNATIVES:

1. Approve the expenditure of \$75,000 for the purchase of a new water plant generator.
2. Decline the purchase of a new water plant generator.
3. Table the issue and instruct staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Kimberly Clardy  
Public Works Director