

MINUTES OF THE REEDSPORT CITY COUNCIL REGULAR SESSION AUGUST 2, 2010
7:00 P.M. CITY HALL COUNCIL CHAMBERS.

PRESENT: Mayor, Keith Tymchuk

Councilors Bill Otis, Diane Essig, Bill Walker, Mike Macho and
Ginger Anderson (Councilor Tonya Wahl was absent)

City Manager, Scott Somers

City Attorney, Steve Miller

OTHERS PRESENT: Deanna Schafer, Vera Koch, Floyd Dollar, Mark Fandrey, Lori Newman, Susan Martin, Jacque Potter, David Anthony, Robin Dollar, Nancie Hammond, Elizabeth Adamo, John Paul, Brice Young, Laura Smith, Kathi Wall-Meyer, Jim Akre, Carole Akre, Mark Bedard, Nick Fahey, Pam Vanderkley, Jeff Vanderkley, Harold Rose, Matt Kohler, MJ Koreiva, Matt Ruwaldt

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Keith Tymchuk called the meeting to order at 7:00pm. He said that Council Member Tonya Wahl was not in attendance. Council should note and excuse the absence of members.

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.

Mr. Mark Bedard of 2150 Fir Ave., said Forrest Hills Country Club had interviewed four applicants for the Golf Pro position. He said that all four of the interviewees commented on the entrance of the City of Reedsport because of the beautiful flower baskets. He wanted to thank the efforts of the Old Town Merchants Association for installing and maintaining those baskets.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS, CITIZEN COMMENTS

A. Chamber of Commerce annual report.

Ms. Nancy Hammond and Ms. Robin Dollar, co-chairs of the Reedsport/Winchester Bay Chamber of Commerce Advertising Committee gave a presentation on the use of transient room tax dollars for advertisement and promotion of the area.

A pie chart was presented showing the gross income and expenses for the 2009 advertising account.

Income was shown at \$141,299.59 with the following income sources:

Co-op Advertising	\$14,094.22
Transient Room Tax-Reedsport	\$57,763.46
Transient Room Tax-Winchester Bay	\$50,201.68
Chamber Investment	\$19,240.23

Expenses were shown at \$141,299.59 with the following expenses reported:

Event Advertising	\$24,240.29
Mailings	\$13,331.05
Visitor Center Operations Expenses	\$ 4,032.22
Payroll	\$37,787.83
Travel Guides-Local	\$13,418.80
Travel Guides/Branding	\$18,520.03
Special Promotions	\$14,799.51
Advertising Partnerships	\$15,169.56

Examples of area events that were advertised this year include, Chainsaw Championships, Holiday Bazaar, Kool Coastal Nights, Memorial Day Celebration, Ocean Fest, Tsalila (no longer in budget), Confluence, and Dune Fest. The largest investment being Dune Fest at \$4,999.39 as a competing festival that has been created less than 20 miles south and a week earlier has created confusion in the general public.

B. Presentation by Friends of the Umpqua River Light

Mr. Jim Akre and Ms. M. J. Koreiva provided the City Council with information on the status of the potential decommissioning of the Umpqua Lighthouse as aid to navigation by the U.S. Coast Guard. Traditionally, if a light house is decommissioned the Fresnel lens would be removed and placed in a museum. Akre said that a "Friends of Umpqua River Light" has formed and are currently raising funds to bring awareness to the potential plight of the lens and to support a 116th year birthday celebration. The birthday celebration and symposium is scheduled for Friday, September 24 and Saturday, September 25, 2010. There will be many events and presentations.

Mayor Keith Tymchuk read a proclamation proclaiming that the City of Reedsport is in support of the effort to preserve our cultural heritage by forming partnerships for the continued preservation and maintenance of the Umpqua River Lighthouse.

C. Presentation by the Ford Leadership Cohort #4.

Ms. Kathi Wall-Meyer and Mr. Cormac Daily presented information on a project that the Ford Family Leadership Cohort #4 has adopted. This project will provide 4 benches and garbage cans, one in each community of Reedsport, Gardiner, Lakeside and Winchester Bay.

4. APPROVAL OF THE AGENDA

Councilor Mike Macho moved that the City Council approve the Agenda.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

5. PUBLIC HEARING

None.

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 July 12, 2010.

B. Approve minutes of the regular session of July 12, 2010.

C. Motion to approve the Consent Calendar.

Councilor Mike Macho moved that the City Council approve the Consent Calendar.

Councilor Bill Walker seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

7. GENERAL BUSINESS

A. Shall the City Council allow the Partnership for the Umpqua Rivers to restore a spruce swamp on City-owned property in the tidal wetlands in the Scholfield Creek?

Matt Ruwaldt, Estuary Biologist of the Partnership for the Umpqua Rivers (PUR) presented on goals and accomplishments of PUR and submitted a proposal that the City Council consider allowing PUR to conduct a tidal wetland restoration project on property owned by the City of Reedsport on Scholfield Creek. PUR was formally called the Umpqua River Watershed Association but has recently changed the name because of other rivers in the area such as the Smith River. One of the main goals of the organization is to maintain and monitor water quality throughout the region.

Ruwaldt said that the estuary and tidal channels located on the City property are in pristine condition with very little human impact. Originally these tidal areas had Spruce trees populating the area that were most likely harvested. Part of the proposal is to restore the area with Spruce trees including artificially placing spruce logs across channels to create a place for young fish to mature.

Ruwaldt presented Council with several projects that have been completed similar to the one they are proposing. He also outlined a few different options that the City could look at. One option would be partnering with PUR by entering into an agreement and allowing the project to be completed with minimal involvement. Another option involves US Fish and Wildlife grant dollars being used to purchase this land from the City. Under this option the PUR would purchase the land and then turn it over to the State for future management.

No fiscal impact is anticipated. However, staff and volunteer time could be used as matching grant requirements.

Councilor Ginger Anderson moved that the City Council allow the Partnership for the Umpqua Rivers (PUR) to pursue restoration of a spruce swamp on city-owned property in the tidal wetlands in the Scholfield Creek.

Mayor Keith Tymchuk said that he is supportive of the project. The consensus of the council is to explore the sale of these properties. If it doesn't work out other options could be explored. The funds of these properties sales could fund other projects.

Councilor Mike Macho seconded the motion.

MOTION:

that the City Council allow the Partnership for the Umpqua Rivers (PUR) to pursue restoration of a spruce swamp on city-owned property in the tidal wetlands in the Scholfield Creek.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

B. Shall the City Council approve the Rainbow Plaza concept plan?

Mr. Matt Kohler of CMG&S presented the final draft of the Rainbow Plaza concept and schematic design plan for the redevelopment of Rainbow Plaza.

Last fiscal year, the City of Reedsport received a \$10,000 technical assistance grant from the Oregon Department of Land Conservation and Development (DLCD) Coastal Management Program to create a design plan for Rainbow Plaza. The City also received funding assistance from the Port of Umpqua, Reedsport-Winchester Bay Chamber of Commerce and the Lower Umpqua Economic Development Forum to complete the project.

The firm held community meetings for public input on the design of the plaza.

If approved by Council, the City will be able to take the next step toward implementation of the plan, which would include a design development phasing plan and then construction documents to build the plaza improvements.

If approved by Council, City staff will be able to submit for the \$10,000 grant reimbursement from DLCD to pay for the cost of developing the plan.

Councilor Diane Essig moved that the City Council approve the Rainbow Plaza Redevelopment Concept Plan.

Councilor Ginger Anderson seconded the motion.

MOTION:

that the City Council approve the Rainbow Plaza Redevelopment Concept Plan

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

C. Shall the City Council enter into an agreement with the Oregon Department of Land Conservation and Development (DLCD) to accept a grant for planning services?

Contract Planner Melissa Anderson said that each year the DLCD Coastal Management Program has been able to offer the City of Reedsport a grant to fund planning services. This grant award will supplement the budget and enable the City to provide planning services in a timely manner.

The City has anticipated receiving this planning grant for fiscal year 2010-2011 and included \$5,000 of revenue in the planning budget. Therefore, acceptance of this grant funding will be consistent with the adopted budget for this fiscal year. The cost of accepting the grant will be the administrative staff time to complete the grant reimbursement forms and submit them to DLCD.

Councilor Bill Walker moved that the City Council approve the grant award of \$5,000 and authorize the City Manager to sign the grant agreement with DLCD in order to fund planning services.

Councilor Mike Macho seconded the motion.

MOTION:

that the City Council approve the grant award of \$5,000 and authorize the City Manager to sign the grant agreement with DLCD in order to fund planning services.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

D. Shall the City Council approve a grant application to the Miller Foundation for improvements to Lion's Park?

Ms. Susan Martin a member of the City of Reedsport Parks and Beautification Committee has been working diligently on drafting grant applications for improvements to Lion's Park. Improvements include a new fence along Hwy 101.

Ms. Martin introduced Mr. David Anthony a local artist with a shop in Gardiner. Mr. Anthony has agreed to partner with the City and the Reedsport Charter School to help design and create an artistic fence. He brought a sample of the type of metal finish that he is proposing to use on the art figures affixed to a galvanized fence for the Councils review.

Council is asked to approve the grant application and to allow the Committee members to solicit funds and donations on behalf of the City in order to show community support to The James F. and Marion Miller Foundation, the granting agency.

The City portion of this project would be in-kind contribution of man hours for fence and concrete footing removal, Project coordination and Project Supervision. In-kind contribution approximately \$13,511

Councilor Bill Walker moved that the City Council approve a grant application for the Lions Park Fence Project

Councilor Mike Macho seconded the motion.

MOTION:

that the City Council approve a grant application for the Lions Park Fence Project

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

E. Shall the City Council approve a supplemental budget?

Financial Officer 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 2010 / 2011. Koch outlined the following changes.

The following information is provided regarding the recommended adjustments. These adjustments were not anticipated at the time of adopting the FY 2010 / 011 Budget. None of the recommended adjustments increase the property tax levy.

This budget adjustment affects pages 52, 81, 95, 100, 191, 221 of the current Adopted Budget for Fiscal Year 2010 / 011.

General Fund (001) change explanations:

- An intra fund change needs to be made in the Community Development budget. The 2010 / 2011 budget had provisions to hire a part time employee for the duties of planner. But in the July 12, 2010 Council meeting, Council approved a contract with Melissa Anderson as a Contracted Services. Several line items are reduced in the proposed budget and the total of those amounts equal the amount of the Contracted Planning Services line item of \$26,095. There is no increase or decrease in the Community Development budget total.
- In an effort to improve the policies of the Police Department, the recently hired Police Chief noted the need to update an outdated Police Policy Manual. A grant has been obtained from City County Insurance for \$2,500 and an additional \$2,500 is needed for the cost of the production of the policy manual. The \$2,500 will be moved from the Non Departmental Unit line item Bonds & Insurance to Police Departmental Unit line item Misc. Grant expenses. Total cost of the manual project is \$5,000. The Police Budget will be increased \$5,000; Non department budget will be decreased \$2,500 and Revenue in the General Fund will be increased \$2,500.

Dunes NRA Fund (016) changes:

At the time of budget adoption, the Dunes NRA maintenance roof was in process of bidding. The project was not started in the 2009 / 010 fiscal year however, so the beginning fund balance is being increased to reflect the actual amount carried forward and the capital outlay Building Improvements line item amount is being increased the same amount of \$21,700.

General Capital Improvement Fund (025) changes:

The beginning fund balance is being increased by \$20,000 to reflect the actual amount being carried forward. At the time of budget adoption, Council had given the approval to use some reserve funds for the painting of city buildings. \$10,500 is being budgeted in a newly added line

item Contracted Services to pay the Cardinal employees whom the City is utilizing in the painting of the buildings. The capital outlay Building Improvements line item amount is being increased to \$134,430. Total expenditure increase to the fund is \$20,000.

GENERAL FUND (#001)

Revenue:

Misc. Grants/Donations (001-000-423660) page 52 is increased from \$5,000 to \$7,500, an increase of \$2,500.

Revenue increase of \$2,500.

Expenditures;

Planning Department Unit (106)

Personal Services;

Planning Director Salary (001-106-511100) page 81 is decreased from \$21,225 to \$0, a decrease of \$21,225.

Social Security (001-106-531010) page 81 is decreased from \$1,800 to \$150, a decrease of \$1,650.

PERS (001-106-531020) page 81 is decreased from \$2,100 to \$180, a decrease \$1,920.

Workman's Comp (001-106-531210) page 81 is decreased from \$60 to \$10, a decrease of \$50.

Materials & Services;

Books & Periodicals (001-106-614540) page 81 is decreased from \$100 to \$0, a decrease of \$100.

Travel/Subsistence (001-106-614560) page 81 is decreased from \$500 to \$250, a decrease of \$250.

Training/Conferences (001-106-614570) page 81 is decreased from \$750 to \$150, a decrease of \$600.

Dues & Fees (001-106-615590) page 81 is decreased from \$300 to \$0, a decrease of \$300.

Contracted Services (001-106-623550) page 81 is increased from \$0 to \$26,095, an increase of \$26,095.

There is no net change to Planning Department.

Non Department Unit (110)

Materials & Services;

Bonding and Insurance (001-110-614390) page 95 is decreased from \$75,000 to \$72,500, a decrease of \$2,500.

Net change to Non Departmental is a decrease of \$2,500.

Police Department Unit (200)

Materials & Services;

Misc. Grant Expenses (001-200-615610) page 100 is increased from \$3,900 to \$8,900, an increase of \$5,500.

Net change to Police is an increase of \$5,000.

The net change in the General Fund is an increase of \$2,500.

Dunes NRA Lease Fund (016)

Revenue;

Beginning Fund Balance (016-000-411100) page 191, is increased from \$1,000 to \$22,700, an increase of \$21,700.

Net increase to revenue is \$21,700.

Expenditures;

Capital Outlay;

Building Improvements (016-51-712500) page 191, is increased from \$46,570 to \$68,270, an increase of \$21,700.

Net increase to expenditures is \$21,700.

The net change to Dunes NRA Lease fund is an increase of \$21,700.

General Capital Improvement Fund (025)

Revenue;

Beginning Fund Balance (025-000-411100) page 221, is increased from \$190,000 to \$210,000 an increase of \$20,000.

Expenditures;

Materials & Services;

Contracted Services (025-525-623530) page 221, is added for \$10,500, an increase of \$10,500.

Capital Outlay;

Building Improvements (025-525-712500) page 221, is increased from \$124,930 to \$134,430, an increase of \$9,500.

Net increase to expenditures is \$20,000.

Net Change to General Capital Improvement Fund is an increase of \$20,000.

It is recommended that the City Council approve a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2010 / 011; and that Resolution 2010-019 be assigned as the title.

The total budget will be increased by \$44,200 with no increase in property tax.

Councilor Ginger Anderson moved that the City Council adopt a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2010 / 011; and assign Resolution 2010-019 as the title.

Councilor Diane Essig seconded the motion.

MOTION:

that the City Council adopt a Resolution adopting a Supplemental Budget and Budget Revisions for Fiscal Year 2010 / 011; and assign Resolution 2010-019 as the title.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

F. Shall the City Council approve the purchase of a fire truck?

Assistant Fire Chief Harold Rose said that in 2005, the Fire Department purchased a used fire truck from a company that specializes in selling used fire equipment. The purchase of the used truck has proven to be a successful choice. New vehicle prices start at \$350,000 and go up. It was decided to buy pre-owned equipment.

Fire Chief Tom Anderson has been networking for a low mileage pre-owned vehicle in excellent condition. The Fire Chief has found a good used fire truck in the Yakima, Washington area which meets the criteria set by the fire department. It is a 1998 Pierce Pumper with very low engine hours. Negotiated price has been settled at \$112,000. Fire Department members, including a mechanic have made the trip to Yakima for a truck inspection and they recommend the purchase of this vehicle. The truck comes with a limited warranty for 90 days. A tentative approval has been agreed upon by the Fire Department and the City Manager.

This purchase is in accordance with ORS. 279B.070 Public Contracting. This allows for the purchase as in intermediate procurement with 3 quotes. The Fire Department has quotes for similar types of fire trucks.

The Fire Equipment Fund (014) has a balance of \$135,000 and the purchase of the fire truck has been budgeted.

Councilor Mike Macho asked the status on a sign for the renamed Turner Station.

Rose said that it is the works and he will contact the sign maker.

Councilor Bill Walker moved that the City Council authorize the capital equipment purchase of a used Fire Pumper.

Councilor Mike Macho seconded the motion.

MOTION:

that the City Council authorize the capital equipment purchase of a used Fire Pumper.

VOTE:

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

AYES 6 NAYES 0

(Mayor Tymchuk, Councilors Essig, Macho, Otis, Anderson and Walker voted in favor of the motion.)

Mayor Tymchuk declared the motion passed unanimously.

8. MISCELLANEOUS ITEMS

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

Councilor Ginger Anderson asked about an item that was in the latest issue of a bulletin that is sent out from the City Manager's office weekly. The item in question was a grant that the Oregon Dunes USFS office is applying for.

City Manager Scott Somers said that this is a Federal grant that the USFS is applying for in relation to the building they are in. Currently they rent the building they are in from the City of Reedsport. Somers said that he has had conversations with Pam Gardner, the Forest Service Park Ranger, over the last few months and expressed an interest in keeping the Forest Service in Reedsport. He said that Reedsport was not being considered initially until he told her about all of the benefits of keeping the location here. He said that he talked to her about the possibility of selling the building to the Forest Service as opposed to renting it to them; this is what has

retained their interest. The Springfield head quarters is moving forward with an enhancement grant for this location. Somers said that this is a really good sign that they are considering staying in Reedsport and possibly making an offer to purchase the property from the City of Reedsport.

Contract Planner Melissa Anderson said that the grant would provide for interactive displays on the inside and address landscaping and the appearance outside. Anderson said that eventually they would be looking to expand the facility to accommodate more staff.

Somers announced a Wastewater Treatment Plant open house on August 30th from 3:00pm to 6:00pm.

ADJOURN

Mayor Keith Tymchuk

ATTEST:

Deanna Schafer, City Recorder