

MINUTES OF THE REEDSPORT CITY COUNCIL DECEMBER 3, 2018, 7:10 P.M.
CITY HALL CONFERENCE ROOM

PRESENT: Mayor Linda McCollum
Councilors Mark Bedard, DeeDee Murphy, Leslee Collier,
Rich Patten, Ellen Anderson and Debby Turner.
City Manager, Jonathan Wright
City Attorney Steve Miller

OTHERS PRESENT: Deanna Schafer, Jessica Terra, John Stokes, Duane
Wisehart, Ron Eberlein, Debbie McKinney, Ed O'Carroll,
Dennis Swartz, Darrell Barr

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.

Mr. Ron Eberlein invited the Council and Citizens to an upcoming open house for the Library.

Mr. Darrell Barr expressed his displeasure of the handling of multiple complaints against his neighbor.

Mr. Dennis Swartz, gave an update of ongoing issues concerning lack of enforcement in Reedsport.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

Mayor Linda McCollum read a Proclamation of election results, November 6th, 2018 and Certificates of Election were distributed by the City Recorder.

4. APPROVAL OF THE AGENDA

City Manager Jonathan Wright asked the Council to amend the agenda to remove item D., the issue with be presented at a later date.

Councilor Mark Bedard motioned to approve the Agenda as amended.
Councilor Debby Turner seconded the motion.

MOTION:

that the City Council approve the Agenda as amended.

VOTE:

AYES 7 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson, Bedard and Collier 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 September 10, 2018.
- B. Approve Minutes of the Work Session of October 1, 2018.
- C. Approve Minutes of the Regular Session of October 1, 2018.
- D. Shall the City Council adopt a meeting schedule for City Council and Budget Committee meetings for the year 2019?

City Council is asked to review the proposed meeting schedule for 2019. The schedule includes both City Council and Budget Committee meetings, including Urban Renewal Agency (schedule attached).

This year we are asking that the Council consider consolidating the third and fourth Quarterly Budget Committee meeting. Do to the end of year closing on June 30, 2019 it is difficult to meet the August meeting with accurate totals. During the last fiscal year the meeting dates were moved to the same night as the City Council meetings. The change was made in attempt to eliminate the redundancy of presenting the same information at both the City Council meetings and the Budget Committee meetings.

Currently the Budget Committee is meeting four times a year and this change will result in meeting three times a year plus the three separate budget meeting dates in April that are identified for the budget and capital improvement plan process.

***1. Adopt a 2019 Calendar of City Council and Budget Committee dates.**

- E. Quarterly Report.

Period ending 06.30.18
Q4 (2017/18) Target: 100%

General Fund 001				
	Budget	Actual		

Beginning Fund Balance	\$969,000	\$1,234,480	127%	
Revenue	\$2,464,740	\$2,727,314	111%	Rcv
*Expenditures	\$3,127,240	\$2,909,885	93%	Exp
Street Fund 002				
	Budget	Actual		
Beginning Fund Balance	\$110,000	\$151,530	138%	
Revenue	\$335,200	\$384,665	115%	Rcv
*Expenditures	\$430,200	\$395,560	92%	Exp
Water Utility Fund 003				
	Budget	Actual		
Beginning Fund Balance	\$100,000	\$95,930	96%	
Revenue	\$789,860	\$801,008	101%	Rcv
*Expenditures	\$876,730	\$767,893	88%	Exp
Wastewater Utility 004				
	Budget	Actual		
Beginning Fund Balance	\$320,000	\$341,080	107%	
Revenue	\$1,829,000	\$1,903,905	104%	Rcv
*Expenditures	\$2,099,000	\$1,847,976	88%	Exp
Stormwater Utility Fund 005				
	Budget	Actual		
Beginning Fund Balance	\$55,000	\$78,350	142%	
Revenue	\$72,600	\$73,322	101%	Rcv
*Expenditures	\$125,650	\$94,670	75%	Exp
Bicycle/footpath Fund 007				
	Budget	Actual		
Beginning Fund Balance	\$41,500	\$42,000	101%	
Revenue	\$2,600	\$3,290	127%	Rcv
*Expenditures	\$44,100	\$0	0%	Exp
Water SPWF Loan Debt Fund 010				
	Budget	Actual		
Beginning Fund Balance	\$6,260	\$6,195	99%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$6,260	\$6,195	99%	Exp
Wastewater DEQ Loan Debt Fund 012				
	Budget	Actual		
Beginning Fund Balance	\$815,000	\$815,950	100%	
Revenue	\$577,900	\$583,534	101%	Rcv
*Expenditures	\$573,400	\$573,374	100%	Exp
Wastewater OECDD Loan Debt Fund 013				
	Budget	Actual		

Beginning Fund Balance	\$102,180	\$102,350	100%	
Revenue	\$154,610	\$155,362	100%	Rcv
*Expenditures	\$154,260	\$154,246	100%	Exp
Fire Equipment Fund 014				
	Budget	Actual		
Beginning Fund Balance	\$165,000	\$185,290	112%	
Revenue	\$186,600	\$191,802	103%	Rcv
*Expenditures	\$351,600	\$326,883	93%	Exp
Dunes NRA Fund 016				
	Budget	Actual		
Beginning Fund Balance	\$110,000	\$111,560	101%	
Revenue	\$1,295,800	\$97,555	8%	Rcv
*Expenditures	\$1,405,800	\$129,519	9%	Exp
Riverfront Fund 017				
	Budget	Actual		
Beginning Fund Balance	\$40,000	\$94,500	236%	
Revenue	\$118,350	\$157,064	133%	Rcv
*Expenditures	\$158,350	\$133,428	84%	Exp
Sys. Development Fund Water 020				
	Budget	Actual		
Beginning Fund Balance	\$72,600	\$72,675	100%	
Revenue	\$400	\$1,007	252%	Rcv
*Expenditures	\$73,000	\$0	0%	Exp
Sys. Development Fund Wastewater 021				
	Budget	Actual		
Beginning Fund Balance	\$135,250	\$285,595	211%	
Revenue	\$750	\$3,954	527%	Rcv
*Expenditures	\$136,000	\$0	0%	Exp
System Development Fund Stormwater 022				
	Budget	Actual		
Beginning Fund Balance	\$6,100	\$6,150	101%	
Revenue	\$40	\$85	213%	Rcv
*Expenditures	\$6,140	\$0	0%	Exp
Enterprise Cap. Improve. Fund -Sewer 024				
	Budget	Actual		
Beginning Fund Balance	\$2,000,000	\$2,085,310	104%	
Revenue	\$341,500	\$362,589	106%	Rcv
*Expenditures	\$2,341,500	\$73,460	3%	Exp
General Capital Improve. Fund 025				
	Budget	Actual		

Beginning Fund Balance	\$420,000	\$447,660	107%	
Revenue	\$1,414,500	\$914,605	65%	Rcv
*Expenditures	\$1,710,500	\$977,996	57%	Exp
Street Capital Fund 026				
	Budget	Actual		
Beginning Fund Balance	\$525,000	\$553,500	105%	
Revenue	\$147,685	\$104,169	71%	Rcv
*Expenditures	\$672,685	\$261,743	39%	Exp
Storm Capital Fund 027				
	Budget	Actual		
Beginning Fund Balance	\$200,000	\$93,950	47%	
Revenue	\$501,235	\$503,299	100%	Rcv
*Expenditures	\$701,235	\$337,700	48%	Exp
Water Enterprise Capital Improvement Fund 029				
	Budget	Actual		
Beginning Fund Balance	\$1,225,000	\$1,329,455	109%	
Revenue	\$298,500	\$290,595	97%	Rcv
*Expenditures	\$1,523,500	\$817,553	54%	Exp
Dial-A-Ride Fund 034				
	Budget	Actual		
Beginning Fund Balance	\$0	\$0	100%	
Revenue	\$44,380	\$52,628	119%	Rcv
*Expenditures	\$44,380	\$34,853	79%	Exp
Animal Shelter Fund 035				
	Budget	Actual		
Beginning Fund Balance	\$0	\$0	100%	
Revenue	\$26,750	\$30,335	113%	Rcv
*Expenditures	\$26,750	\$4,098	15%	Exp
Library Fund 036				
	Budget	Actual		
Beginning Fund Balance	\$0	\$0	100%	
Revenue	\$42,320	\$146,314	346%	Rcv
*Expenditures	\$42,320	\$41,710	99%	Exp
Police Capital Fund 037				
	Budget	Actual		
Beginning Fund Balance	\$0	\$0	100%	
Revenue	\$65,000	\$76,752	118%	Rcv
*Expenditures	\$65,000	\$41,585	64%	Exp

Period ending 09.30.18
Q1 (2018/19) Target: 25%

General Fund 001				
	Budget	Actual		
Beginning Fund Balance	\$975,000	\$1,048,276	108%	
Revenue	\$3,226,370	\$913,974	28%	Rcv
*Expenditures	\$3,791,370	\$953,912	25%	Exp
Street Fund 002				
	Budget	Actual		
Beginning Fund Balance	\$125,000	\$140,534	112%	
Revenue	\$764,500	\$389,907	51%	Rcv
*Expenditures	\$874,500	\$189,573	22%	Exp
Water Utility Fund 003				
	Budget	Actual		
Beginning Fund Balance	\$100,000	\$156,925	157%	
Revenue	\$1,584,500	\$973,418	61%	Rcv
*Expenditures	\$1,669,500	\$187,010	11%	Exp
Wastewater Utility 004				
	Budget	Actual		
Beginning Fund Balance	\$290,000	\$353,237	122%	
Revenue	\$4,902,075	\$3,416,206	70%	Rcv
*Expenditures	\$4,092,075	\$417,620	10%	Exp
Stormwater Utility Fund 005				
	Budget	Actual		
Beginning Fund Balance	\$55,000	\$37,464	68%	
Revenue	\$1,284,620	\$412,920	32%	Rcv
*Expenditures	\$1,337,620	\$25,340	2%	Exp
Bicycle/footpath Fund 007				
	Budget	Actual		
Beginning Fund Balance	\$44,900	\$45,291	101%	
Revenue	\$3,000	\$685	23%	Rcv
*Expenditures	\$47,900	\$0	0%	Exp
Water SPWF Loan Debt Fund 010				
	Budget	Actual		
Beginning Fund Balance	\$0	\$0	100%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$0	\$0	100%	Exp
Wastewater DEQ Loan Debt Fund 012				
	Budget	Actual		
Beginning Fund Balance	\$824,500	\$826,110	100%	

Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$824,500	\$824,500	100%	Exp
Wastewater OECDD Loan Debt Fund 013				
	Budget	Actual		
Beginning Fund Balance	\$103,200	\$103,464	100%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$103,200	\$103,200	100%	Exp
Fire Equipment Fund 014				
	Budget	Actual		
Beginning Fund Balance	\$45,900	\$50,209	109%	
Revenue	\$25,000	\$5,715	23%	Rcv
*Expenditures	\$70,900	\$0	0%	Exp
Dunes NRA Fund 016				
	Budget	Actual		
Beginning Fund Balance	\$70,000	\$76,871	110%	
Revenue	\$1,266,400	\$24,449	2%	Rcv
*Expenditures	\$1,336,400	\$14,728	1%	Exp
Riverfront Fund 017				
	Budget	Actual		
Beginning Fund Balance	\$84,000	\$114,470	136%	
Revenue	\$126,600	\$32,303	26%	Rcv
*Expenditures	\$199,500	\$36,940	19%	Exp
Sys. Development Fund Water 020				
	Budget	Actual		
Beginning Fund Balance	\$73,520	\$73,684	100%	
Revenue	\$1,000	\$316	32%	Rcv
*Expenditures	\$74,520	\$0	0%	Exp
Sys. Development Fund Wastewater 021				
	Budget	Actual		
Beginning Fund Balance	\$286,800	\$289,551	101%	
Revenue	\$2,000	\$1,241	62%	Rcv
*Expenditures	\$288,800	\$0	0%	Exp
System Development Fund Stormwater 022				
	Budget	Actual		
Beginning Fund Balance	\$6,225	\$6,234	100%	
Revenue	\$75	\$27	36%	Rcv
*Expenditures	\$6,300	\$0	0%	Exp
Enterprise Cap. Improve. Fund -Sewer 024				
	Budget	Actual		
Beginning Fund Balance	\$2,000,000	\$2,374,438	119%	

Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$2,000,000	\$2,000,000	100%	Exp
General Capital Improve. Fund 025				
	Budget	Actual		
Beginning Fund Balance	\$355,000	\$384,269	108%	
Revenue	\$576,805	\$373,532	65%	Rcv
*Expenditures	\$806,805	\$497,200	62%	Exp
Street Capital Fund 026				
	Budget	Actual		
Beginning Fund Balance	\$325,000	\$395,956	122%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$325,000	\$325,000	100%	Exp
Storm Capital Fund 027				
	Budget	Actual		
Beginning Fund Balance	\$315,000	\$259,545	82%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$315,000	\$255,000	81%	Exp
Water Enterprise Capital Improvement Fund 029				
	Budget	Actual		
Beginning Fund Balance	\$750,000	\$802,494	107%	
Revenue	\$0	\$0	100%	Rcv
*Expenditures	\$750,000	\$750,000	100%	Exp
Dial-A-Ride Fund 034				
	Budget	Actual		
Beginning Fund Balance	\$12,000	\$17,774	148%	
Revenue	\$26,530	\$2,125	8%	Rcv
*Expenditures	\$38,530	\$11,383	30%	Exp
Animal Shelter Fund 035				
	Budget	Actual		
Beginning Fund Balance	\$24,000	\$26,237	109%	
Revenue	\$12,290	\$8,860	72%	Rcv
*Expenditures	\$36,290	\$752	2%	Exp
Library Fund 036				
	Budget	Actual		
Beginning Fund Balance	\$60,000	\$104,603	174%	
Revenue	\$93,320	\$14,139	15%	Rcv
*Expenditures	\$153,320	\$29,529	19%	Exp
Police Capital Fund 037				
	Budget	Actual		
Beginning Fund Balance	\$52,000	\$35,166	68%	

Revenue	\$60,500	\$7,650	13%	Rcv
*Expenditures	\$112,500	\$7,170	6%	Exp

F. Motion to approve the Consent Calendar.

Councilor Ellen Anderson motioned to approve the Consent Calendar.

Councilor Rich Patten seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

AYES 7 NAYES 0

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

6. GENERAL BUSINESS

A. Shall the City Council appoint a member to the City of Reedsport Planning Commission?

City Manager Jonathan Wright said that due to the resignation of Mr. Richard Davison, there is currently an opening on the City of Reedsport Planning Commission with a term expiration of December 31, 2020.

An application was received by Mr. Gary Stine.

Councilor DeeDee Murphy motioned to appoint Mr. Gary Stine to fill a vacant position on the City of Reedsport Planning Commission.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council appoint Mr. Gary Stine to fill a vacant position on the City of Reedsport Planning Commission.

VOTE:

AYES 7 NAYES 0

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

- B. Shall the City Council authorize the City Manager to negotiate a contract extension with Mr. Patrick Terry, City Prosecutor?

City Manager Jonathan Wright said that in January 2018 the City entered into a contract with Mr. Patrick Terry for City Prosecutor duties for a term of one year. The term of this contract must be amended if the City Council would like to continue with the current Prosecutor, otherwise the City will once again have to solicit candidates for the position.

Mr. Terry was contacted and is interested in extending his contract for two years. He has requested a slight variation to the way his fee is figured from a flat rate to a minimum/maximum monthly charge based on actual work load.

The position is budgeted in the 2018-2019 budget.

Councilor Mark Bedard motioned to approve to allow the City Manager to negotiate a contract extension to the City Prosecutor agreement.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council approve to allow the City Manager to negotiate a contract extension to the City Prosecutor agreement.

VOTE:

AYES 7 NAYES 0

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

- C. Shall the City Council adopt an ordinance to extend the suspension of utilities system development charges (SDCs), not to include SDCs assessed as part of a public project, and assign 2018-1168 as the title?

City Manager Jonathan Wright said that on December 5, 2011, the City Council adopted Ordinance No. 2011-1111 suspending SDCs for one year. The purpose of the suspension was to provide incentive to promote investment in Reedsport. Since the

2011 Ordinance Council has extended the moratoria each year in the hope of enticing new development. This year's moratoria is set to expire at the end of December should the Council not pass another Ordinance extending the moratoria.

Since the moratoria was implemented, the City has issued approximately 2-3 new home permits each year, and an astonishing six were issued in the 2016/17 FY, but no major developments have come about as a result of the moratoria. Staff believes that a continuation of the suspension is warranted to keep incentives available for new industry that may be looking to locate here in Reedsport and to continue to encourage new housing development, especially with the on-going levee certification issues the community is faced with. A draft ordinance extending the moratoria for an additional year is attached for Council's consideration. This ordinance includes a provision for Council to re-evaluate after six months should development trends change substantially between now and then.

The current fiscal budget does not anticipate the collection SDCs due to the moratoria.

Councilor DeeDee Murphy motioned to adopt ordinance 2018-1168 suspending collection of utilities SDCs, not to include SDCs assessed as part of a public project.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council adopt ordinance 2018-1168 suspending collection of utilities SDCs, not to include SDCs assessed as part of a public project.

VOTE:

AYES 7 NAYES 0

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

~~D. Shall the City Council enter into Intergovernmental Agreement with the State of Oregon for OR 38: 3rd to Fir Ave. Landscaping?~~

Item was removed from the agenda.

7. MISCELLANEOUS ITEMS
(Mayor, Councilors, City Manager, City Attorney)

Mayor Linda McCollum said that the local non-profit, CDABA has agreed to pay to have electricity installed to light the Christmas Tree in Lion Park this year.

City Manager Jonathan Wright gave an update on the recent fire in the Champion (dog) park restroom. It was started by a cigarette. Most of the damage is cosmetic and the restroom will be closed for repairs. Currently there is a portable restroom available.

He also said that the transient resident that has had his boat tied just off of Champion Park has been vacated and the boat turned over to the Sherriff's Department.

Officer Brent Snyder has been rehired at the Police Department.

He gave an update of a new business in town that will be manufacturing a product called CBD. This is a by-product of Hemp.

Ms. Jennifer McDuffy of the Reedsport City Library was chosen as the employee of the month.

8. ADJOURN

Linda McCollum, Mayor

ATTEST:

Deanna, City Recorder