

**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, October 3, 2022

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 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. Work Session:

1. CALL TO ORDER
2. ITEMS OF BUSINESS
 - A. Introduction of Interim Police Chief Young.
 - B. Lower Umpqua Enterprise Zone (Shaun Gibbs – SCDC).
 - C. Items on the Agenda.

7:00 p.m. Regular Meeting:

1. CALL TO ORDER
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. A Proclamation recognizing October as Fire Prevention Month.
 - B. Swearing in of Officer Brandon Bern

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 August 29, 2022.

B. Approve minutes of the regular session of August 29, 2022.

C. 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 022-050)

B. Shall the City Council adopt a resolution amending Personnel Rules and Regulations Section 40, Political Activity assigning 2022-019 as the title? (Council Letter 022-051)

C. Shall the City Council extend the annual contract(s) to perform on-call/as-needed engineering services through September 30, 2023? (Council Letter 022-052)

D. Shall the City Council appoint a person to the Parks & Beautification Committee-Position #7 for a term ending December 31, 2023? (Council Letter 022-053)

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.

9. ADJOURN

Proclamation

WHEREAS, each year fires cause devastating personal injury and damage to property throughout Oregon; and

WHEREAS, fires pose major public safety concerns, though they are largely preventable by practicing diligence in basic fire safety measures such as following the manufacturer's safety precautions when using appliances and unplugging them when not in use, being cautious not to overload circuits or extension cords, and not placing wires or cords under rugs or in high traffic areas; and

WHEREAS, primary safety measures are the responsibility of each individual, and it is imperative that Oregonians take responsibility and reasonable measures to help protect their homes, families and businesses; and

WHEREAS, the three most common causes of residential fires in Oregon in 2020 were unattended cooking, unsafe heating methods and improperly disposed of smoking materials, and, notably, 20% of home fire deaths result from fires in properties without working smoke alarms; and

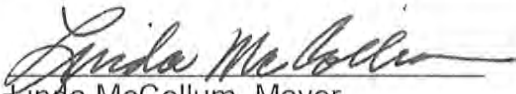
WHEREAS, every household and business in Reedsport should have a well-prepared fire escape plan and properly functioning fire safety equipment, including smoke detectors, carbon monoxide alarms, and fire extinguishers, which are tested regularly; and

WHEREAS, by following and utilizing these important fire safety and prevention guidelines and methods, we can reduce fire-related injuries and prevent future loss of life in our community, and we encourage all Citizens to practice this year's fire safety theme:

"Fire won't wait. Plan your escape."

NOW THEREFORE, BE IT PROCLAIMED that I, Linda McCollum, Mayor of the City of Reedsport do hereby proclaim October 2022 to be Fire Prevention Month in Reedsport, and encourage our citizens to be proactive and take precautionary measures to avoid fires, and participate in public safety activities.

IN WITNESS THEREOF, I have set my hand and caused the OFFICIAL Seal of the City of Reedsport to be affixed this 3rd day of October, 2022.


Linda McCollum, Mayor
City of Reedsport



MINUTES OF THE REEDSPORT CITY COUNCIL
AUGUST 29, 2022 AT 7:00 P.M. CITY COUNCIL SESSION VIA ZOOM & IN PERSON

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

OTHERS PRESENT: Dep. City Recorder Courteney Davis, Public Works Director Kimberly Clardy, Finance Director Michelle Fraley, Interim Police Chief Bob Gross, Allen Teitzel, Debbie McKinney, Joe and Jenny Lymp, Darlene Ash

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor McCollum called the meeting to order at 7:00 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. Darlene Ash of 100 River Bend Rd. #118 addressed the council regarding the meaning of the Pledge of Allegiance, the words behind it and the history thereof.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. A proclamation recognizing September as National Preparedness Month.

Madam Mayor read a proclamation recognizing September as National Preparedness Month and encourages all residents to embrace the 2022 theme, A Lasting Legacy: "The life you've built is worth protecting. Prepare for disasters to create a lasting legacy for you and your family."

- B. Recognition of Interim Police Chief Bob Gross.

Council members and staff thank Mr. Gross for serving the community the last several months and wished him farewell on the remainder of his retirement.

4. APPROVAL OF THE AMENDED AGENDA

The City Manager requested that the agenda be amended to strike general business item B, add general business item G and add executive session item B.

Councilor Bedard motioned to approve the Agenda.

Councilor Turner seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES 7 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Bedard, 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 1, 2022.
- B. Approve minutes of the work session of August 1, 2022.
- C. Shall the city Council ratify the decision to approve the expenditure of funds for the purchase of equipment?

Recently City Staff applied for a Diesel Emissions Grant from the Department of Environmental Quality in the amount of \$480,000 to replace the 2002 Vaccon truck that the City currently owns. This is a vacuum truck that is used nearly daily by all four of our public utility departments, Streets, Storm, Water, and Sewer. It enables the City to clean all kinds of lines and also can suction up dirt enabling the department to excavate safely where multiple utility lines/wires are in the same location.

Over \$7.4 million (\$42 million requested) was awarded in this round and all of the grant recipients awarded were replacing diesel engines with electric.

With the current Vaccon being 20 years old we have been making repairs that are more expensive than the value of the truck. Approximately 5 years ago we invested over \$10,000 in repairs that were supposed to extend the life of the machine another 10 years. It didn't last five and we had to spend that much again. At this point, we are just welding up holes to keep the truck running. We do anticipate keeping the truck until it does collapse to clean storm drains.

City Staff asked for and received three quotes with Enviroclean being the lowest quote at \$443,797. To order this model, a letter of intent needs to be signed by 8/19/2022 or

there will be a price increase of \$29,095. City staff has also been seeking used models and has not been successful in finding a unit small enough that is in any better shape than ours. Most Cities use much larger models.

Since the City did not receive the grant City staff is seeking approval to purchase a new vacuum truck by using the \$290,000 down and financing the remaining \$153,797 with Umpqua Bank for the 84 months by signing an intent to purchase by August 19, 2022.

Anticipating the need to replace the vehicle City staff has been setting aside money from each fund (except storm) for the last two years. We have budgeted \$250,000 in this year's budget from the Waste Water Enterprise Capital Fund, \$20,000 from Water, and \$20,000 from Streets. City Staff is recommending \$290,000 to put down on the new truck and financing for the remaining \$153,797. The remaining balance debt service would be split evenly between Water and Streets for 7 years and can be paid off at any time.

Quotes from Commercial lenders were sought with Umpqua Bank quoting the lowest interest rate at 3.83% for 84 months, which would make the monthly payment approximately \$2086.41.

***1. Ratify the decision to approve the expenditure of funds for the purchase of equipment.**

D. Motion to approve the Consent Agenda.

Councilor Murphy motioned to approve the Consent Agenda.

Councilor Liedtky seconded the motion.

MOTION:

that the City Council approve the Consent Agenda.

VOTE:

AYES 7 NAYES 0

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

6. GENERAL BUSINESS

- A. Shall the City Council adopt a Resolution in support of naming the Scottsburg Bridge in honor of Caddy McKeown and assign 2022-013 as the title?

City Manager Deanna Schafer stated that the Oregon Highway 38 (Scottsburg) Bridge was largely unchanged since its original construction in 1929, and the \$42 million dollar investment from Oregon House Bill 2017 (2017) replaces the Umpqua River crossing with a modernized approach, lane width, and overhead clearance, improving the use and safety of this critical piece of infrastructure.

Oregon Highway 38 is an essential connector route between the Oregon coast and the Willamette Valley and beyond, and the upgrades to the Highway 38 (Scottsburg) Bridge bring improved safety for thousands of passengers each year, and a reliable connection between the good and services and people of Oregon is vital to thriving local economies, the improvements to the Highway 38 (Scottsburg) Bridge are an unequivocal investment in coastal economic development,

A healthy transportation system connects us not only to freight but also to friends and family, not only to goods and services but also to life experiences, including education, medical care, and recreation, and the above having been achieved for the protection, advancement, and modernization of the south coast by the direct actions and dedication of State Representative Catherine (Caddy) Hanen McKeown, through her leadership on HB2017 (2017), and that on May 25th, 2022 the 1929 Highway 38 (Scottsburg) Bridge was decommissioned, we resolve that the newly constructed Highway 38 bridge heretofore be referred to as McKeown Crossing.

After discussion Council determined that many people contributed to the project.

There is no fiscal impact.

Councilor Bedard motioned that the City Council decline to adopt a resolution in support of naming the Scottsburg Bridge in honor of Caddy McKeown.

Councilor Vanier seconded the motion.

MOTION:

that the City Council decline to adopt a resolution in support of naming the Scottsburg Bridge in honor of Caddy McKeown.

VOTE:

AYES 5 NAYES 2

(Councilors Vanier Murphy, Liedtke, Bedard, and Turner voted in favor of the motion. Mayor McCollum and Council Patten voted against.)

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

C. Shall the City Council adopt Resolution 2022-015 authorizing a supplemental budget and budget revisions to the 2022-23 FY budget?

Finance Director Michelle Fraley stated that a resolution has been drafted which provides for unforeseen changes in the form of a supplemental budget and budget revisions to the 2022-23 fiscal year budget.

According to ORS 294.471 a local government may prepare a supplemental budget if a condition that was not known at the time of the budget requires a change in financial planning. The following information is provided regarding the recommended adjustments. These adjustments were not known at the time of adopting the FY 2022-23 budget.

None of the recommended adjustments increase the property tax levy.

Budget Change for Fund 004 Wastewater Utility Fund

CDBG Grants	\$291,205
Capital Outlay Forest/22 nd Improvements	\$291,205

The City has applied for and received a Community Development Block Grant from Business Oregon. This grant is for the Forrest Hills Sewer Pump Station replacement project. We originally anticipated and budgeted for \$2,059,383 and were awarded \$2,351,288.

The total budget will be increased by \$291,205 when the grant money is awarded with no increase or decrease in property tax.

Councilor Bedard motioned that the City Council adopt Resolution 2022-015 authorizing a supplemental budget and budget revisions to the FY 2022-23 budget.

Councilor Vanier seconded the motion.

MOTION:

that the City Council adopt Resolution 2022-015 authorizing a supplemental budget and budget revisions to the FY 2022-23 budget.

VOTE:

AYES 7 NAYES 0

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

- D. Shall the City Council adopt a Resolution amending Reedsport Personnel Rules and Regulations, Appendix B, Current Salary Schedule assigning 2022-016 as the title?

Deputy City Recorder Courteney Davis states that the City of Reedsport Personnel Rules and Regulations provide the current wage and salary schedule for City employees. At the time of the adoption of the 2022/2023 Fiscal Year Operating Budget the Teamsters Union Contract had not been finalized, as such the proposed numbers presented and adopted in the budget need to be updated to match the approved contract.

A proposed Resolution has been drafted amending Appendix B of the Personnel Rules and Regulations.

The fiscal impact to the current budget is approximately \$22,500 increase in Personnel Services. No budget adjustment is anticipated.

Councilor Vanier motioned that the City Council adopt a Resolution amending Reedsport Personnel Rules and Regulations, Appendix B, Current Salary Schedule assigning 2022-016 as the title.

Councilor Turner seconded the motion.

MOTION:

that the City Council adopt a Resolution amending Reedsport Personnel Rules and Regulations, Appendix B, Current Salary Schedule assigning 2022-016 as the title.

VOTE:

AYES 7 NAYES 0

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

- E. Shall the City Council adopt a Resolution amending Personnel Rules and Regulations Section 29, Outside Employment assigning 2022-017 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 29 and amended it to be more expansive in description based on the LOC's model and other cities policies.

There is no fiscal impact.

Councilor Patten motioned that the City Council adopt a Resolution amending Personnel Rules and Regulations Section 29, Outside Employment assigning 2022-017 as the title.

Councilor Liedtky seconded the motion.

MOTION:

that the City Council adopt a Resolution amending Personnel Rules and Regulations Section 29, Outside Employment assigning 2022-017 as the title.

VOTE:

AYES _____ 7 _____ NAYES _____ 0 _____

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

F. Shall the City Council approve a contract for the installation of Cured in Place Pipe in the City's public sewers?

Public Works Director Kimberly Clardy stated that The City of Reedsport, over the past seven years, has been upgrading the most seriously degraded sewer mains with cured-in-place pipe technology, also known as trenchless pipe repair. Many of the City's sewer mains are beyond their life expectancy and Cure in Place Pipe is a financially viable, safe, and convenient solution to replacing aging and degraded sewers.

The City of Reedsport's Wastewater department owns, maintains, and operates a closed-circuit television system that allows inspections of sewer mains and has identified 1,630 linear feet for the budget cycle 2022-23.

A well-maintained sewer infrastructure not only protects human health and the environment but also maintains the integrity of other vital City infrastructure like water mainlines and streets.

City staff received three quotes with Insituform being the lowest bidder, since receiving the first quotes staff identified several additional areas that needed to be addressed. An add-on was requested to repair the additional areas.

Insituform returned the lowest overall cost proposal to the City at \$103,779, with the add-on of \$20,220 bringing the total to \$123,999. Staff is requesting \$135,000 for contingencies.

Councilor Bedard motioned that the City Council approve the expenditure of \$135,000 for the trenchless pipe replacement.

Councilor Murphy seconded the motion.

MOTION:

that the City Council approve the expenditure of \$135,000 for the trenchless pipe replacement.

VOTE:

AYES 7 NAYES 0

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

G. Shall the City Council approve a new liquor license to Lyle Hruda for Two Shy Brewing located at 473 Fir Avenue?

Deputy City Recorder Courteney Davis stated that per Reedsport Municipal Code 7.28 Liquor Licensing, the City Recorder shall cause any new liquor license application to be placed in front of the City Council for recommendation to the Oregon Liquor Control Commission (OLCC). The City has no authority to approve or deny applications but can make recommendations.

The City has received an application for a liquor license at Two Shy Brewing which is located at 473 Fir Avenue. Lyle Hruda is owner of the business which operates a current location in Roseburg.

There is no fiscal impact of issuing a license to sell alcohol at this location beyond the normal application and renewal fees.

Councilor Liedtky motioned that the City Council approve a new liquor license to Lyle Hruda for Two Shy Brewing located at 473 Fir Avenue

Councilor Murphy seconded the motion.

MOTION:

that the City Council approve a new liquor license to Lyle Hruda for Two Shy Brewing located at 473 Fir Avenue

VOTE:

AYES 7 NAYES 0

(Mayor McCollum, Councilors Vanier, Murphy, Liedtky, Bedard, 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 City has received a planning application for a project, the remodel of 427 Fir Avenue which will include retail and living space which also includes the construction of a parking lot at 262 N. 4th Street.
2. Schafer stated that staff is working diligently on the chief of police recruitment.
3. Citizen Darlene Ash encouraged the council to continue pursuing a Buskers Boulevard that would allow live music on the sidewalks to encourage more people to come downtown.
4. Interim Chief of Police Bob Gross bid farewell to the council and staff.
5. Public Works Director Kim Clardy stated that the sewer project on Hawthorne Avenue has successfully been completed.
6. Clardy stated that the water department has responded to a few water breaks recently which posed a challenge to staff.
7. Clardy stated that she wanted to thank the council for their support in the purchase of a new vacuum truck for the public works department.
8. Clardy stated that she has been looking into the purchase of a new back-up generator for the water plant and at minimum a new one will take 50 weeks to arrive.
9. Finance Director Michelle Fraley stated that Stacey Riley has been hired for the payroll clerk and will be starting on the 1st.
10. Attorney Stephen Miller stated that the Boy Scouts recently held an awards night and that a Cub Scouts and Girl Scouts group will be starting here in Reedsport.
11. Councilor Patten, Liedtky, Murphy, Vanier, Turner and Bedard bid a special thank you and farewell to Interim Chief Bob Gross.
12. Councilor Bedard reminded council and citizens that school has officially started for the year and to be more cautious of pedestrian traffic.
13. Councilor Bedard and Turner stated that they wanted to thank Caddy McKeown for her support over the years and that their vote against naming the bridge after her was not a reflection of her but that many others had a voice in the process and that it wasn't just her that got the new bridge constructed.
14. Councilor Turner stated that Kool Koastal Nights was a success and that the Chamber of Commerce is awaiting a new sign for their building.

EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL
AUGUST 29, 2022 VIA ZOOM & IN PERSON

PRESENT:

Mayor Linda McCollum

Councilors Jeffrey Vanier, DeeDee Murphy, Joe Liedtky, Mark Bedard, Rich Patten, and Debby Turner

City Manager Deanna Schafer

City Attorney Stephen H. Miller

- 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 transactions.

ADJOURN

Mayor McCollum adjourned the meeting at 8:00 P.M.

Linda McCollum, Mayor

ATTEST:

Deanna Schafer, City Recorder

MINUTES OF THE REEDSPORT CITY COUNCIL WORK SESSION
AUGUST 29, 2022 AT 6:00 P.M. VIA ZOOM & IN PERSON

PRESENT: Mayor Linda McCollum
Councilors Jeffrey Vanier, DeeDee Murphy, Joe Liedtky, Mark Bedard, Rich Patten, and Debby Turner
City Manager Deanna Schafer
Attorney Stephen Miller

OTHERS PRESENT: Dep. City Recorder Courteney Davis, Public Works Director Kimberly Clardy, Finance Director Michelle Fraley, Interim Police Chief Bob Gross, Allen Teitzel, Debbie McKinney, Joe and Jenny Lymp, Darlene Ash

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

A. Review of Council Goals.

City Manager Deanna Schafer reviewed the City Council Strategic Goals last updated in 2018, including a brief outline of current projects that align with the goals. Schafer explained that a goal setting session will likely be scheduled in the near future, which would include individual objectives. In the past the council may have ranked the goals by priority.

1. Public Safety –

- Staff is in the process of recruiting a new Chief of Police which is a lengthy process, but once a Chief is in place they would then be able to appoint/hire. Staff does plan to begin the internal and external process so when the new Chief does take over they can make that decision rather quickly – normally the position would be filled with an officer wanting to move up, however in Reedsport, the Corporal who would be the natural choice is also the K9 officer and Cpl. Snyder has expressed interest in staying with the K9 program rather than promote. Staff is also in the process of recruiting an SRO outside the department as an SRO should be a seasoned officer with some experience as they handle the majority of child welfare cases.
- Seismic Rehabilitation Grant Projects at the downtown and uptown fire stations are underway. The project will allow the expansion of the communication/dispatch center, relocate the bay doors to Winchester Ave to accommodate larger fire engines, expand the training center upstairs, provide a modern evidence locker and expand the armory.
- Staff secured a grant from the Marine Board to purchase and install three new cameras in Rainbow Plaza and Bumblebee Boat Launch which have already aided the police department in several criminal acts. Staff has also completed the repairs to the camera at Lion's Park which was damaged during maintenance in the park. The cameras allow officers to have another pair of eyes in certain

areas. The last major incident actually made the local news which has made people very aware that there are cameras in the area.

- Councilor Vanier said that the Levee Improvement Project could easily be considered a public safety project. Schafer went on to explain that the public awareness process which will allow the public's involvement and could include members of the council as well. Schafer added that she has placed the Levee project under the next category as well since having adequate flood insurance is a big plus to getting individuals interested in downtown development.
- Councilor Patten added that addressing the new homeless laws through training and awareness. Schafer added that there has been an influx in transient individuals in Reedsport as it is elsewhere. Schafer added that Project Blessing Food Pantry is looking to potentially add services for homeless.

2. Economic Growth and Viability –

- Staff has received a grant for a Housing Needs Analysis and Buildable Land Inventory which has been contracted to a firm that is moving forward with completing the report. Schafer reported that there has been some concerns with the recent census numbers which has added some time to the project.
- Schafer mentioned the Levee Improvement Project as it was discussed earlier.
- The re-designation of the Urban Renewal District will be an ongoing project over the next few years as the district expires in about 4 years. Discussion will need to begin regarding whether or not to re-designate the district with the existing boundary or to establish a new district. In general, an Urban Renewal District is established in areas of blight that need development, but once an area or major project is complete, it is best to remove it from the district.
- Citizen Darlene Ash recommended that the Council consider re-opening Winchester Avenue to semi-truck traffic to alleviate traffic counts through old town Reedsport. This would require the City to assess the infrastructure on Winchester and look at strict guidelines for the traffic. Ash added that this should be high on the council's priority list for public safety. Schafer added that most of the issues with the infrastructure have been addressed. Attorney Miller added that he believed one of the issues was the road surface near Scholfield River and the weight of the trucks on the levee. Councilor Vanier added that council and staff would really need to take in consideration the added train traffic from the Port of Coos Bay and how that is going to affect Winchester Avenue and the downtown area. Schafer added that a contractor has been selected to conduct a traffic safety study for the entire downtown area in preparation of this project.

3. Fiscal Stability and Accountability –

- The marijuana tax increase was a success along with the transient room tax increase which will allow the City to complete some improvements to streets and parks.
- Schafer added that continuing to seek grant funding options to accompany the slow increase in tax revenue that Reedsport has seen is a top priority for her. Schafer added that Reedsport has seen some economic growth but due to our

overall size a large development is 5 new homes as opposed to a City the size of Coos Bay, which can see a development of 300 homes. For example the \$2.3 million grant received for the Forest Hills pump station which allows the City to spend the money needed for that project elsewhere.

- Schafer added that the water infrastructure continues to be an issue and that she hopes during the Charter review process and possibly a water rate study the City may be able to increase the funding to make some major updates to the infrastructure.

4. Desirable Place to Live –

- Staff has recently been doing more code enforcement to clean up different areas. Chris Spichtig at the Fire Hall has taken on some additional duties to enforce the fire hazard codes related to obnoxious vegetation, overgrown weeds and even trash. This includes writing letters to property owners to address the issues which has resulted in a lot of compliance. Schafer added that the owner of the old CFN gas station did not comply with the code letter and so staff has moved forward to have the property cleaned up and place a lien against the property to recoup those costs.
- The City has recently hired a part-time main street coordinator, Rosa Solano, who has really embraced the role. Rosa has already hosted a few booths at local events, increased the volunteer base and will be looking at forming a non-profit for the main street program to make it a viable state program to continue being able to receive the state main street grant for building revitalization.
- Continuing to support the Old Towne Reedsport Merchant's Association with the flower baskets is very important and attractive to residents and visitors alike. Schafer added that keeping the parks and corridors maintained is very important to the physical appearance of the community as people drive through.

5. Quality and Efficient Services –

- Supporting the fiber expansion so the entire community at least has access to internet services.
- The public works department continues to make necessary upgrades to improve services to the residents.
- Schafer added that the City's Quarterly Newsletter, City Facebook page and the new City website has allowed staff to communicate with residents since there is no longer a newspaper or major news presence on the south coast. Mayor McCollum added that she felt Public Works Director Kim Clardy has done an excellent job keeping residents apprised of water breaks.

6. Attractive Community to Visit –

- In addition to most of the items listed under number 4, many of the recent paving projects have been received very well by residents and Clardy has done a lot to secure small city grants from the state to make those projects happen.

7. Increase Affordable Housing Stock –

- Increasing affordable housing is a little more difficult due to the current cost of building. Staff continues to work with local developers on other ways to encourage growth and development.
- Schafer added that she met with Edward Hulton who is the owner of Master Heights who may be adding additional lots for development by next spring. There is also talk of Providence expanding beyond its current boundaries.
- Staff works closely with Shaun Gibbs at SCDC who regularly brings people to Reedsport to look at commercial/industrial lots particularly the old paper mill site in Gardiner.

8. Incorporate Surrounding Communities –

- This item comes up every 10-15 years and during the goal setting session it may be something to look at. Gardiner has a lot of infrastructure issues to consider which would become the responsibility of the City if incorporated. Although Reedsport currently supplies their water the sewer is owned by a separate entity. The age of streets and infrastructure are some things to take into account as well as whether or not the residents want to be incorporated. It often comes up when a potential developer is looking at the IP site because they do want the better infrastructure it may be something to seriously consider in the future should a development take place out there.

B. Items on the Agenda.

City Manager Deanna Schafer briefly reviewed items on the agenda specifically item B regarding the amendment to the Lower Umpqua Enterprise Zone. Several councilors reported concerns regarding the addition of Winchester Bay and the motivation behind the amendments. After review, it was the consensus of the council to table the issue and request Shaun Gibbs from SCDC to attend a future work session to review the amendments in detail.

Mayor McCollum adjourned the work session at 6:59 p.m.

Mayor Linda McCollum

ATTEST:

Deanna Schafer, City Recorder



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 022-050
Agenda of October 3, 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 2022-018 as the title?

BACKGROUND:

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, and 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 indicated on the attached documents, re-configure the Enterprise Zone allowing additional site availability, which would benefit the local area through regional economic development and marketing.

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

1. Adopt a Resolution requesting a boundary change for the Lower Umpqua Enterprise Zone and assign 2022-018 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



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 022-047
Agenda of August 29, 2022
RE: Personnel Rules and
Regulations Amendment

ISSUE:

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

BACKGROUND:

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.

FISCAL IMPACT:

There is no fiscal impact.

ALTERNATIVES:

1. Adopt a Resolution amending Personnel Rules and Regulations Section 40, Political Activity assigning 2022-019 as the title.
2. Decline to adopt a resolution
3. Table the issue and direct Staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Courteney Davis
Deputy City Recorder

RESOLUTION 2022-019

A RESOLUTION AMENDING THE CITY OF REEDSPORT PERSONNEL RULES AND REGULATIONS.

WHEREAS, the purpose of the City of Reedsport 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, promotions, discipline, removal and other matters affecting the status of the employees of the City of Reedsport; and

WHEREAS, the City of Reedsport Personnel Rules and Regulations state the policy regarding political activity by employees, and

NOW, THEREFORE, BE IT RESOLVED that the Reedsport City Council hereby revises Section 40, Political Activity of the City of Reedsport Personnel Rules and Regulations as attached;

BE IT FURTHER RESOLVED that the City of Reedsport Personnel Rules and Regulations Amendment Record (pages AR-1 through AR-3) is hereby amended, as attached, to reflect this revision to the Rules and Regulations.

PASSED AND MADE EFFECTIVE BY THE REEDSPORT CITY COUNCIL this 3rd day of October 2022.

AYES _____ NAYS _____

APPROVED by the Mayor this 3rd day of October 2022.

Mayor Linda McCollum

ATTEST:

Deanna Schafer, City Recorder

- Wear political buttons subject to applicable employer policies unless the public employee is providing voter registration services under NVRA, where additional restrictions apply; or
- To participate in political activity for any non-City local office, or statewide or national office, or for office in the state legislature, including being a candidate for such offices.

A public employee, on their own, off duty time, may send letters to the editor that advocates a political position and may participate in any other lawful political activity.



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Honorable Mayor and
Members of the City Council
Reedsport, Oregon

Council Letter:	022-052
Meeting Date:	October 3, 2022
Regarding:	Extend Consulting Contract for Misc. Eng. Services

ISSUE:

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

BACKGROUND:

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.

FISCAL IMPACT:

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.

ALTERNATIVES:

1. 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.
2. Decline 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.
3. Table the issue and direct staff to conduct additional research.

RECOMMENDATION:

Staff recommends alternative #1.

Courteney Davis
Deputy City Recorder



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Honorable Mayor and
Members of the City Council
Reedsport, Oregon

Council Letter 022-053
Agenda of October 3, 2022
RE: Appointing applicant to
Boards and Committees

ISSUE:

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

BACKGROUND:

On December 31st of each year, various positions on the Reedsport citizen participation boards, commissions and committees expire. Occasionally there are positions that remain vacant.

Attached you will find an application from Citizen Chris Adamson for the City Parks and Beautifications Committee, which currently has one (1) vacancy with a term that expires on December 31, 2023.

FISCAL IMPACT:

There is no fiscal impact.

COUNCIL ALTERNATIVES:

1. Appoint Citizen Chris Adamson to the City Parks and Beautification Committee for a term expiring on December 31, 2023.
2. Decline to appoint persons to fill a vacancy on the City Parks and Beautification Committee.
3. Table the issue and direct staff to conduct additional research.

STAFF RECOMMENDATION:

Staff recommends alternative #1.

Courteney Davis
Deputy City Recorder