

1 Depoe Bay City Council  
2 Workshop Meeting  
3 Tuesday, May 4, 2010 – 6:00 PM  
4 Depoe Bay City Hall

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6 PRESENT: Mayor J. White, P. Cameron, D. Davilla, B. Leff, J. Brown, D. Zimmerman

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8 ABSENT: C. Connors

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10 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings

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12 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

13 Mayor White called the meeting to order and established a quorum at 6:00 PM.

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15 II. DRAFT RFP – SECURITY PATROL SERVICES

16 Murray reviewed the draft RFP (Request for Proposals) (copy attached to original of these minutes),  
17 pointing out the areas which needed discussion to establish the parameters. Discussion included  
18 whether the RFP request should be for a pilot program or a contract and how long it should be for  
19 and whether or not it should be renewable, whether or not deterrence would be a part of the  
20 service, whether or not the service would provide code enforcement based upon the City’s existing  
21 written complaint policy or if there would be a policy change (direct contact with contractor, verbal  
22 or otherwise), the possible establishment of a municipal court, the length of weekly summer hours  
23 vs. weekly winter hours, what kind of State certification should be required, what qualifications  
24 armed officers must possess, what kind of weapon should be carried, continuing education for the  
25 employees of the contractor, and telephone complaints vs. written complaints. Mike Goff of TCB  
26 Inc. was present in the audience and made the following suggestions: Ask the contractor to use the  
27 same team members to enable building relationships with the community, ask for an hourly rate  
28 proposal (vs. lump sum), and ask for a separate hourly rate proposal for special events since this  
29 service could be outside of the regular hours of patrol service. He clarified that on code  
30 enforcement matters, the contractor would investigate the complaint and provide a report to the  
31 City; the City would conduct the enforcement. It was noted that health issues are responded to  
32 whether or not there is a written complaint. An audience member suggested the service be  
33 required to attend Council meetings, meet with neighborhood watch programs, have regular  
34 meetings with the Sheriff and State Police, and attend emergency planning meetings.

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36 The following was the consensus of the Council: The service would be a one-year pilot program.  
37 Deterrence would be a bulk part of the service. It was noted that the contractor could not issue  
38 speeding tickets. Forty hours per week in the summer and 20 hours per week in the winter was  
39 deemed to be sufficient. An audience member said appropriate certification would come from  
40 Department of Public Safety Standards and Training, and that weapons qualifications should be in  
41 compliance with ORS. A minority of Councilors agreed to continue with the City’s existing written  
42 complaint policy for the pilot program.

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44 Murray was directed to re-draft the RFP and bring back to the Council.

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46 III. ADJOURN

47 There being no further business, the meeting was adjourned at 7:00 PM.

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James White, Mayor

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53 Emma LuMaye, Recording Secretary