

1 Depoe Bay City Council
2 Regular Meeting
3 Tuesday, April 5, 2016 - 7:00 PM
4 Depoe Bay City Hall

5
6 PRESENT: R. Gambino, J. Grant, C. Teem, J. Wiseman

7
8 ABSENT: Mayor A.J. Mattila, J. Fisher-Brown

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10 VACANCY: 1 vacant seat

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12 STAFF: City Recorder P. Murray, City Superintendent B. Weidner

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14 I. PLEDGE OF ALLEGIANCE

15 President Gambino called for all to stand for the Pledge of Allegiance.

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17 II. CALL TO ORDER

18 President Gambino called the meeting to order at 7:02 PM and established a quorum.

19
20 III. APPROVE MINUTES: March 15, 2016 Regular Meeting

21 Motion 1: Wiseman moved to approve the minutes of the March 15, 2016 Depoe Bay City Council
22 meeting. Teem seconded the motion.

23
24 There was no discussion.

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26 Vote: Motion 1 passed.

27 Ayes: Gambino, Grant, Teem, Wiseman

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29 IV. ACCOUNTS PAYABLE

30 President Gambino said he reviewed the Accounts Payable as usual, and they were good as presented.
31 He asked for a motion to accept.

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33 Motion 2: Grant moved to accept. Teem seconded the motion.

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35 President Gambino called for discussion; there was none.

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37 Vote: Motion 2 passed.

38 Ayes: Gambino, Grant, Teem, Wiseman

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40 V. SPECIAL ORDERS

41 A. Request Funding for Thank You Plaques – Kathy Wyatt, Fleet of Flowers

42 Kathy Wyatt, 215 Nesting Glade and representing Fleet of Flowers Friends of the Fleet, addressed the
43 Council regarding purchasing 1) jackets for the captains, with the captains' names embroidered on them,
44 2) t-shirts for the staff and volunteers, 3) ID badges for people associated with the Fleet of Flowers, 4)
45 faithful awards – a cup and a plaque costing \$67 – for Debby Metz and Tanya York to acknowledge
46 their time and work on the Fleet of Flowers. She reported that close to \$6,000 was raised at the fish fry
47 and silent auction. There was discussion about the Fleet of Flowers logo being added to the captains'
48 jackets and potential cost for the additional embroidery work. (Copy of Wyatt's proposal attached to
49 original of these minutes.)

1
2 Motion 3: Grant moved to grant the Fleet of Flowers project up to \$1,850 for the request as written, to
3 purchase jackets for captains, embroidered with their names and the Fleet of Flowers logo, t-shirts, ID
4 badges and lanyards for the staff, and thank you awards for Debby and Tanya to acknowledge their time
5 and work on the Fleet of Flowers. Wiseman seconded the motion.

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7 President Gambino called for discussion; there was none.

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9 Vote: Motion 3 passed.
10 Ayes: Gambino, Grant, Teem, Wiseman

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12 VI. REPORTS OF OFFICERS, BOARDS, OR STANDING COMMITTEES

13 There were no reports.

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15 VII. PUBLIC COMMENTS

16 Ceci Pratt and Gillian, representing My Sister's Place, addressed the Council regarding services
17 provided by My Sister's Place and also about Sexual Assault Awareness Month, and distributed
18 informational folders to the Council (copies of folder contents attached to original of these minutes).
19 There was brief discussion.

20
21 Aaron Collett from Civil West Engineering provided a report on the status of the earthen dam project.
22 He said the project was scoped before his arrival about six months ago, and while the project is behind
23 schedule, he's trying to get it caught up. He addressed the subject of items which have been billed but
24 haven't been completed, explaining that billed items can spill over into other areas, but this doesn't
25 mean the City's being overcharged; and the contract has a clear not-to-exceed number. He also said
26 there have been challenges with the scope of the project, and some misunderstandings have been cleared
27 up. He said the project was lean and fast-tracked; and there isn't a lot of as-built information
28 available. Weidner said a contract with a proposed final project completion date needs to be provided for
29 the Council's approval, because the project is operating under an expired deadline. Weidner said
30 dredging needs to be done prior to construction, possibly in July or August. Collett said the contract
31 should extend throughout the construction period. Weidner felt the project could be completed by mid-
32 to late November. Collett indicated he would like to have a design the Council could review and provide
33 final comments on in two weeks. He said as soon as that is done, they will finish the specs, which
34 shouldn't take long. Murray noted the last time the contract was extended Civil West provided an
35 Addendum for extension, and she asked Collett to work with Weidner to bring a final date back to the
36 next Council meeting.

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38 VIII. UNFINISHED BUSINESS

39 A. Draft Letter to U.S. Postal Service

40 Murray referred to her handout of Page 4 from the March 1, 2016 Council minutes which briefly
41 documents Council discussion of the post office issues, and the draft letter to Marcia Titus prepared by
42 Councilor Fisher-Brown and read into the record at the March 1 meeting (copy attached to original of
43 these minutes). There was discussion about the situation. Weidner said the post office is now suggesting
44 people install their own mailboxes throughout town. Murray said there will be two post office
45 representatives from Portland coming to Depoe Bay next week to meet with the Mayor, Weidner, and
46 herself, but the meeting is more specific to the letter the City sent to the regional post office last
47 September, which was not responded to; but the meeting may also touch on the post office's suggestion
48 to place resident-purchased mailboxes or cluster mailboxes in City street right-of-ways, which would
49 need to come before the Council for approval.

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B. Councilor Assignments

Murray referred to the assignment sheet distributed at the previous meeting (copy attached to original of these minutes), asking the Council if they wanted to proceed with assignments without the full Council present. There was brief discussion; it was the consensus of the Council to table this item to the next meeting.

C. Construction Bids

• Fence at Allyn Parking Lot

Weidner reported the fence has been deteriorating for some time, and it blew over during the last big wind storm. He reviewed the three proposals received for repairing the fence (copy of Weidner’s memo dated 3/7/16 attached to original of these minutes), and recommended the Council accept the low bid of \$5,875 from White’s Landscaping Service. There was brief discussion.

Motion 4: Teem moved to accept the bid from White’s Landscaping for the fence at Allyn’s parking lot. Wiseman seconded the motion.

President Gambino said it was moved and seconded, and called for discussion; there was none.

Vote: Motion 4 passed.

Ayes: Gambino, Grant, Teem, Wiseman

• Retaining Walls at Winchell Street Scenic View Area and City Park Playground

Weidner reported the Parks Commission directed him to obtain quotes to bring to the Council, and reviewed the scope of the project for replacement of the manor stone retaining wall at City Park by the playground (copy of Weidner’s memo dated 3/9/16 attached to original of these minutes). He recommended the Council accept the low bid of \$2,575 from White’s Landscaping Service. There was brief discussion.

Motion 5: Teem moved to accept White’s Landscaping Service for the City Park playground retaining wall repair/replacement as stated in their bid. Wiseman seconded the motion.

President Gambino said it was moved and seconded, and called for discussion; there was none.

Vote: Motion 4 passed.

Ayes: Gambino, Grant, Teem, Wiseman

Weidner reviewed the scope of the project for two new retaining walls at the Winchell Street Scenic View Area (SVA) between Bayview Avenue and Coast Guard Drive (copy of Weidner’s memo dated 3/11/16 attached to original of these minutes), for the purpose of increasing parking and space for a flagpole and memorial bench. He recommended the Council accept the low bid of \$6,100 from White’s Landscaping Service. There was brief discussion.

Motion 6: Teem moved to accept White’s Landscaping Services for the Winchell Street block walls, earthwork walls, and site work project for \$6,100. Grant seconded the motion.

President Gambino said it was moved and seconded, and called for discussion. There was none.

Vote: Motion 6 passed.

1 Ayes: Gambino, Grant, Teem, Wiseman

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3 IX. NEW BUSINESS

4 A. Depoe Bay Chamber of Commerce Annual Crab Feed Event – Oregon Liquor License
5 Application

6 Murray reviewed the application (copy attached to original of these minutes), and said the Council needs
7 to move to either recommend to the OLCC that the temporary license be granted, acknowledged, or
8 denied. There was brief discussion.

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10 Motion 7: Grant moved to approve the temporary use of an annual license for the OLCC permit. Teem
11 seconded the motion.

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13 President Gambino said it was moved and seconded, and called for discussion. There was none.

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15 Vote: Motion 7 passed.

16 Ayes: Gambino, Grant, Teem, Wiseman

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18 B. Harbor Commission Membership

19 Murray said in anticipation of this discussion she distributed copies of Harbor Ord. 292 and Amending
20 Ord. 304 adopted in October, 2015, which revised the membership of the Harbor Commission. There
21 was brief discussion.

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23 Motion 8: Wiseman moved to reduce the Harbor Commission for Depoe Bay from seven voting
24 members to five voting members by amending Ord. 304 of the City of Depoe Bay. Murray said what
25 this motion would do would be to direct Staff to draft an Ordinance to amend Ord. 292 to bring back to
26 the Council. Grant seconded the motion.

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28 President Gambino called for further discussion; there was a comment that it's a great idea.

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30 Vote: Motion 8 passed.

31 Ayes: Gambino, Grant, Teem, Wiseman

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33 C. Request for Support – Civil Air Patrol Magazine

34 Murray reported the City purchased advertising in the Civil Air Patrol Magazine one year; and the Civil
35 Air Patrol is asking for the Council's consideration of support by purchasing ad space in their
36 publication. There was brief discussion. (Copy of email dated 3/25/16 attached to original of these
37 minutes.)

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39 Motion 9: Teem moved not to participate in the Civil Air Patrol for this go-around. Wiseman seconded
40 the motion.

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42 President Gambino called for further discussion; there was none.

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44 Vote: Motion 9 passed.

45 Ayes: Gambino, Grant, Teem, Wiseman

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47 D. Static City Council Agenda Item "Lessons Learned"

48 Murray said the Mayor directed this item to be on the Agenda. Not too long ago the Council moved to
49 add "Lessons Learned" to the static Council Agenda items. It was combined with "Council Comments"

1 to save Agenda space. The Mayor wants the Council to consider removing “Lessons Learned”, thereby
2 reverting the static item to the original “Council Comments”. There was brief discussion.

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4 Motion 10: Grant moved to remove Lessons Learned, but retain Council Comments. Wiseman seconded
5 the motion.

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7 President Gambino called for discussion; there was none.

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9 Vote: Motion 10 passed.

10 Ayes: Gambino, Grant, Teem, Wiseman

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12 X. CORRESPONDENCE

13 There was no correspondence.

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15 XI. CITY STAFF REPORT

16 Murray 1) Suggested Tuesday, April 26 for the first Budget Committee meeting. There was no
17 objection. 2) Tomorrow night at 6:00 PM is the Council’s joint meeting with the Lincoln County Board
18 of Commissioners.

19
20 Weidner reported 1) About 70 yards of debris has been removed from Trollers Island, and he feels the
21 remainder can be finished by City Crew plus a temporary employee. 2) The final piece of the South
22 Point water main is being installed. City Crew is working with the contractor. 3) An asphalt overlay has
23 been done behind Mall 101, Hazelton Place has been patched, and ODOT is working on the traffic
24 signal. 4) The engineer for the Coast Avenue project is getting ready to provide a set of plans to the
25 Council. Weidner answered questions from Councilors on a variety of subjects.

26
27 XII. COUNCIL COMMENTS

28 Teem said good weather is officially on the way and it feels really good.

29
30 Wiseman put in a plug for Marine Science Day at Hatfield Marine Science Center on Saturday.

31
32 Grant asked Staff if there was headway on integrating the new software. Murray responded yes, and said
33 that representatives from Ferguson would be in Depoe Bay tomorrow to install software for handheld
34 meter reads, and Staff is shooting for our first redundant water/sewer billing to take place at the end of
35 April.

36
37 President Gambino said he forgot to bring something up under New Business. Murray said the Urban
38 Renewal Agency moved to recommend the City Council move forward with the PLA (Parking Lot
39 Acquisition) Project with Urban Renewal support of \$421,000 over a period of three years, for the three
40 lots as discussed.

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42 Motion 11: Wiseman moved to direct City Staff to move forward on the Parking Lot Acquisition project
43 as directed by the Depoe Bay Urban Renewal Agency. Teem seconded the motion.

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45 President Gambino called for discussion; there was none.

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47 Vote: Motion 11 passed.

48 Ayes: Gambino, Grant, Teem, Wiseman

1 President Gambino said thanks for making this an easy meeting for him.

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3 XIII. ADJOURN

4 There being no further business, the meeting was adjourned at 8:27 PM.

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Robert Gambino, Council President

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Emma LuMaye, Recording Secretary