

1 Depoe Bay City Council
2 Regular Meeting
3 Tuesday, May 16, 2017 - 7:00 PM
4 Depoe Bay City Hall
5

6 PRESENT: Mayor B. Leff, C. Bates, D. Callender, R. Gambino, L. Goddard, J. Grant, J. Wiseman
7

8 STAFF: City Recorder M. Meagher, City Superintendent B. Weidner, Recording Secretary
9 E. LuMaye
10

11 I. PLEDGE OF ALLEGIANCE

12 Mayor Leff called for all to stand for the Pledge of Allegiance.
13

14 II. CALL TO ORDER

15 Mayor Leff called the meeting to order at 7:00 PM and established a quorum.
16

17 III. APPROVE MINUTES: May 2, 2017 Regular Meeting, Budget Committee April 20, May 4, May 8

18 Mayor Leff asked for a motion to approve the Regular Meeting minutes of May 2 and the Budget
19 Committee meeting minutes of April 20, May 4, and May 8.
20

21 Motion 1: Wiseman so moved. Gambino seconded the motion.
22

23 Mayor Leff said it was moved and seconded and called for discussion. There was none.
24

25 Vote: Motion 1 passed.

26 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman
27

28 IV. ACCOUNTS PAYABLE

29 Motion 2: Gambino moved to approve Accounts Payable as presented, with one addition: a
30 reimbursement of \$416.52 to Paul Carver for the Salmon Enhancement Fishermen's Breakfast.
31 Wiseman seconded the motion.
32

33 Mayor Leff said it was moved and seconded, and called for discussion. There was none.
34

35 Vote: Motion 2 passed.

36 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman
37

38 V. SPECIAL ORDERS

39 There were no special orders.
40

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

42 Bill Spores, Parks Commission Chair, said he has been on the Parks Commission and the Budget
43 Committee for about 30 years, said this was not the year for him to drop off the Budget Committee. He
44 was present to complain about the raping of the Parks Department in the Parks budget, which went from
45 \$100,000 of what they thought were dedicated funds to \$46,000. He said the \$46,000 was salvaged
46 primarily by Meagher, for which she took abuse which was completely unnecessary. He addressed Grant
47 regarding the origin of the funds, which he said came from projects such as the nature trail, the park land
48 acquisition near Tidal Raves, fundraisers, estates giving money, Salmon Bake Community Fund, and the
49 work of a lot of people including Pery Murray, Larry Lewis, Fran Recht, and dedicated community

1 members. It was his opinion that the entire \$100,000 was probably dedicated funds, which were there
2 for acquisition and setup of new parks. The Parks Department lost an additional \$50,000 in the Budget
3 that won't be available for other projects. He said the Commission thanked Meagher for rescuing the
4 \$46,000. Grant said it's a tough Budget, and the Committee was trying to balance the Budget. He said he
5 hadn't seen any Statute or Resolution dedicating those funds. He spoke about pots of money that carry
6 over from year to year, and said it was the job of Government to spend the money it's given for the
7 benefit of the community, and it doesn't do any good sitting there. Mayor Leff said the Committee is
8 legally required to make the Budget balance, and had to get the money where they could. She disagreed
9 with Grant, saying it's important to keep pots of money and let them get bigger, which helps in the long
10 run to make the community grow in a positive way. She said this year that was impossible because last
11 year there were a couple of large land purchases made out of the General Fund and that money needed
12 to be replaced. She was sorry the Parks was affected. Grant said for the record that he thought \$100,000
13 of the money that was used to purchase the lands came out of Urban Renewal, not just the General Fund.
14

15 A. August 21 Solar Eclipse Planning Committee

16 Jaci McKim read a prepared statement (copy attached to original of these minutes) into the record. The
17 statement included a Committee update. There was brief discussion. Mayor Leff asked everyone to let
18 Ms. McKim know how much they appreciate what she's doing.
19

20 VII. PUBLIC COMMENTS

21 An unidentified audience member said Ms. McKim has done a wonderful job.
22

23 VIII. UNFINISHED BUSINESS

24 A. Urban Renewal Preservation, Rehabilitation, Development, and Re-Development Incentive
25 Program

- 26 • Written Agreements for Project Funding
- 27 • Awarded Projects Funding Percentage Breakout

28 Mayor Leff said this Item was tabled to the next Agenda because the draft Agreement is being sent back
29 to the Attorney for additional review.
30

31 B. Video Recording Equipment

32 Weidner said he had a tough time tracking down quotes, but got a lot of quotes over the phone. He said
33 he kept the same specs for all quotes.

34 ➤ Security Monster (no installation)

- 35 ▪ Harbor area: \$6,200 for two wireless megapixel IP cameras, two in-house wired megapixel IP
36 cameras, and an eight-channel network monitor (outdoor cameras, indoor network, and monitor).
- 37 ▪ City Hall & parking lot: \$5,500 for two wired megapixel IP cameras, one megapixel camera set for
38 network video recording, a 20-inch video monitor (outdoor cameras, indoor video system, and
39 monitor).

40 Mayor Leff said the Council needed to see the quotes in writing. Weidner said Western States was the
41 lowest quote of the three he received, and included installation.

42 ➤ Western States (includes installation)

- 43 ▪ Harbor area: \$5,500 for two wireless megapixel IP cameras and two wired megapixel IP cameras,
44 an eight-channel network video recorder with 2TB storage and one 20-inch LED monitor.
- 45 ▪ City Hall: \$4,200 for two wired megapixel IP cameras outside and one camera in the Council
46 Chambers, an eight-channel network video recorder with 2TB storage and one 20-inch LED
47 monitor.

48 * Both systems have remote monitoring capabilities for offsite monitoring and space to add future
49 cameras. Video can be downloaded to a USB storage device. (Copy of Western States quote

1 attached to original of these minutes.)

2 There was additional discussion, including a concern about spending that much money in a difficult
3 Budget year.

4
5 Motion 3: Grant moved to approve the lowest bid from Western States for a camera system here at City
6 Hall and down at the harbor. Mayor Leff asked if there was enough money for both in this year's
7 Budget; Meagher said when she and Murray figured the numbers for the starting Budget, that wasn't
8 something that was planned on being purchased, but it could come out of the safety Line Item. Grant
9 restated his motion: to approve the lowest bid from Western States for the two scopes of work, as
10 written and proposed by the City Supervisor. Bates seconded the motion.

11
12 Mayor Leff said it was moved and seconded, and open for discussion. She wanted to know if there was
13 any money in this year's Budget to cover this purchase. Weidner said the video cameras for City Hall
14 was not included in the Budget, but the cameras for the harbor were. Mayor Leff and Meagher reviewed
15 the current Budget and said there wasn't a separate Line Item, but it could be taken out of the safety
16 budget. Gambino said he was a firm believer in professionalism when it comes to anything we're buying
17 and/or installing that we are not experts on ourselves, and said that warranty and maintenance had not
18 been addressed. Mayor Leff asked what else the Council was interested in because she was making a list
19 for Weidner to sit down and talk with the people at Western States to get something in writing. Gambino
20 also wanted the system to be expandable.

21
22 Amendment: Grant amended his motion to add a condition that Weidner sit down with them and is
23 satisfied with the questions of warranty, and warranty of work on the equipment. Mayor Leff said they
24 would probably install with the current pricing, but for on-going maintenance, they might want a little
25 more money. She asked if the Council wanted to add another \$500-\$1,000 and to give Weidner the
26 option to spend up to \$11,000.

27
28 Amendment: Grant amended his motion to leave the negotiation up to Weidner for up to \$11,000 on the
29 purchase and service agreement. Mayor Leff asked Meagher to read the motion: to accept the lowest bid
30 from Western States, adding the conditions that Weidner meet with them, get a warranty, maintenance,
31 and service contract under the price of \$11,000. Gambino seconded the amendment.

32
33 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

34
35 Vote: Motion 3, as amended, passed.

36 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman

37
38 IX. NEW BUSINESS

39 A. Bid Award – Engineering Services Street Improvement Project (Intersection Schoolhouse Street
40 and Shell Avenue)

41 Weidner said this was for a Small Cities Allotment grant the City applied for and received from ODOT.
42 The first phase of the project is for engineering and design services, and he put out an RFP (Request For
43 Proposals) for engineering services (copy of Weidner's bid packet and schematic attached to original of
44 these minutes) . Three bids were received and reviewed with the City Planner: Civil West Engineering
45 \$31,216, Century West Engineering \$31,300, and Reece and Associates \$9,175. There was discussion,
46 during which Mayor Leff encouraged Weidner to ensure the project didn't get lost amongst the
47 engineer's commercial projects.

48
49 Motion 4: Grant moved to go with the lowest bid, Reece and Associates. Wiseman seconded the motion.

1
2 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

3
4 Vote: Motion 4 passed.

5 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman

6
7 B. Temporary Maintenance Position – Rate of Pay

8 Weidner reported BBSI, a local temp service, told him there are more employers wanting help than there
9 are employees available to fill the positions. He said the Budget includes funding for a grass-cutting
10 person and a harbor fueling position; the harbor fueling position will be an in-house temporary position,
11 and the grass-cutting person was going to come from BBSI and was budgeted at \$9-\$10 per hour, but
12 this will be under minimum wage when it changes to \$10.25 in June; he suggested raising the pay rate to
13 about \$11 for the grass-cutting person. The harbor fueling person was envisioned at \$11-\$13, and he
14 suggested raising that pay rate to \$13-\$14. He said the temp service person would be driving a City
15 vehicle. Meagher said a temp service person cannot drive a City vehicle. Weidner said it would be the
16 in-house temp, and the in-house temps have in the past, but the BBSI temps have not because they don't
17 allow their employees to drive City vehicles. The estimated work schedule was 30-40 hours per week.
18 Meagher said the higher rate wasn't budgeted for, so one option would be to have them work less hours
19 to keep within the Budget. Weidner said he relies on the harbor person a lot, and needs a harbor fueling
20 person really soon but maybe he could go without the BBSI temp. He said he needs somebody at least
21 through August. Gambino asked for clarification on a part-time person driving a City vehicle; Meagher
22 said a person from a temp agency cannot drive a City vehicle. Callender asked how much the
23 employment ad cost; Weidner said \$384. Callender suggested a solution they used when she worked for
24 the City of Beaverton and at other agencies: nepotism (Councilors', Commissioners', and Staff's kids).
25 She said it's OK as long as the person supervising doesn't supervise their own kid, and to maintain a list
26 of people's kids who want to work. Mayor Leff said she would not be opposed, but would not want to
27 see a lot of administrative time spent on it, knowing what she knows about the families in our City.
28 Weidner said he would start with \$13 an hour and see if he can get a quality person. Goddard noted that
29 anyone hired for fueling would have to be over 18 by State law. Weidner said if we go with \$14 per hour
30 he won't go over that.

31
32 Motion 5: Wiseman moved that we go ahead and authorize to advertise position for the harbor at a wage
33 of no more than \$14 an hour. Gambino seconded the motion.

34
35 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

36
37 Vote: Motion 5 passed.

38 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman

39
40 X. CORRESPONDENCE

41 There was one item of correspondence (copy attached to original of these minutes): a letter from Devils
42 Lake Rock Company requesting the City release retention of \$18,926 for work completed to date and
43 accepted. Meagher said retention is not usually released until the job is complete, and this job is not
44 done. If we released the retention and something goes wrong, the City would have no recourse. Weidner
45 said the paving has not been done due to inclement weather.

46
47 Motion 6: Grant moved to decline the request. Gambino seconded the motion.

48
49 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

1
2 Vote: Motion 6 passed.

3 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman
4

5 XI. CITY STAFF REPORT

6 Meagher reported 1) The Budget publication will be going out in about six days for the June 6 hearing.
7 The Revenue Sharing Resolution will be presented on that date. 2) She is still preparing to move forward
8 with going live with Vision on July 1, and Murray will be finishing out current fiscal year financials in
9 the legacy software.

10
11 Weidner reported 1) Weather permitting, Coast Avenue is scheduled for paving May 30-31. Prep work
12 will be done next week. 2) People are violating the 20 minute parking zone on Bay Street again. There
13 was discussion regarding options to resolve the situation, and that business deliveries would be affected
14 if it were designated a No Parking zone. Weidner offered to come up with sign verbiage. Meagher
15 suggested the sign say "Loading Zone No Parking". Mayor Leff asked for a motion to give Weidner
16 words for a sign.

17
18 Motion 7: Wiseman so moved. Bates seconded the motion.

19
20 Discussion: Grant suggested adding that violators will be towed.

21
22 Vote: Motion 7 passed.

23 Ayes: Bates, Callender, Gambino, Goddard, Grant, Leff, Wiseman
24

25 Callender asked Weidner for an update on the developer's request to change the name of Lillian Lane to
26 Ascent. Weidner said the family said the street isn't really Lillian Lane, it's their driveway, but if the
27 City was to take Lillian Lane off the highway, they would want a sign put up identifying their driveway
28 as Lillian Lane, but their driveway isn't a public right of way. Goddard suggested if there's a valid
29 reason to change the name, change it, and give the Wisniewski's the old sign. Weidner will check with
30 the City Planner to see if the City has adopted Lillian Lane, and report at the next meeting.

31 32 XII. COUNCIL COMMENTS

33 Callender reported on her attendance at the City's Safety Committee meeting, which she said was well
34 organized.

35
36 Goddard said once the Budget is done, the Harbor Commission is still on the radar to move forward and
37 re-institute it.

38
39 Weidner said he and Goddard were at a meeting where harbor dredging was discussed. He said funding
40 is not available, but other funding is. Goddard said the Harbor Maintenance Trust Fund is intended to be
41 used for harbor maintenance, and the fund has become substantial. He said last time the City got
42 Congress to tap into it. He met with Congressman Schrader after learning funding isn't available, and
43 follow-up is necessary.

44
45 Gambino said he understood the fishermen's breakfast was great.

46
47 Mayor Leff said the fire station will be open for tours on Sunday from 1-3 PM, and encouraged
48 everyone to come.

1 XIII. ADJOURN

2 There being no further business, the meeting was adjourned at 8:25 PM.

3

4

5

6

7

8

Barbara Leff, Mayor

9

10

11

12

13

14 Emma LuMaye, Recording Secretary