

1 Depoe Bay Urban Renewal Agency  
2 Regular Meeting  
3 Tuesday, July 5, 2011, 6:00 P.M.  
4 Depoe Bay City Hall  
5

6 PRESENT: Chair R. Johnson, P. Cameron, C. Connors (arr. 6:05 PM), D. Goddard, S. Hoitink,  
7 B. Leff, T. Lewis, G. Spores  
8

9 ABSENT: D. Zimmerman  
10

11 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings, City Planner L. Lewis  
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13

14 I. CALL MEETING TO ORDER AND ESTABLISH A QUORUM

15 Chair Johnson called the Urban Renewal Agency meeting to order and established a quorum at  
16 6:00 PM.  
17

18 II. APPROVE MINUTES – June 21, 2011 Regular Meeting

19 Motion: Leff moved to approve the minutes of the June 21, 2011 Regular Urban Renewal Meeting,  
20 as written. Cameron seconded the motion.  
21

22 Chair Johnson said it was moved and seconded, and called for discussion. There was none.  
23

24 Vote: Motion passed.

25 Ayes: Cameron, Connors, Hoitink, Johnson, Leff, Lewis, Spores

26 Abstain: Goddard  
27

28 III. ACCOUNTS PAYABLE

29 Murray explained that the invoice from CIS (copy attached to original of these minutes) included  
30 an "Optional Excess Crime" line, which was additional insurance for Urban Renewal coverage for up  
31 to \$150,000. The coverage is necessary to meet a statutory requirement to not have to do a full  
32 audit, which would cost around \$3,000. The cost of the additional insurance will exceed the  
33 budgeted amount of \$400 by \$31.  
34

35 Motion: Goddard moved to pay Isham & Sprague \$431 for Urban Renewal insurance. Lewis  
36 seconded the motion.  
37

38 Chair Johnson said it was moved and seconded, and called for discussion. There was none.  
39

40 Vote: Motion passed.

41 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores  
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43 IV. ELECT CHAIR AND VICE-CHAIR

44 Motion: Spores nominated Johnson for Chair. Lewis seconded the motion.  
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46 Johnson said it was moved and seconded, and called for discussion. There was none.  
47

48 Vote: Motion passed.

49 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores  
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51 Motion: Cameron nominated Connors for Vice-Chair. Leff seconded the motion.  
52

53 Chair Johnson said it was moved and seconded, and called for discussion. There was none.  
54

1 Vote: Motion passed.

2 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores

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4 V. AWARD AND AUTHORIZE CONTRACT FOR SURVEY WORK/HARBOR BOUNDARY

5 Murray said the Agency previously had a contract with Mr. Ferguson (proposal for harbor survey  
6 attached to original of these minutes), who did the Hwy 101 right of way and topography surveys.  
7 The Agency at that time used the City's boilerplate contract, but waived the City's requirement for  
8 professional liability insurance. Mr. Ferguson still does not have the professional liability insurance,  
9 and the Agency was asked whether they wanted to waive the requirement for this project. There  
10 was discussion about the scope of the project, what professional liability insurance covers, and  
11 potential ramifications to the Agency if the requirement is waived. Owings said he's worked with  
12 Ferguson over many years, and he's one of the best surveyors in the county, but has never had  
13 this insurance. He added that in the past the City has waived the requirement for professional  
14 liability insurance, and even provided coverage for an engineer while doing a City project.

15  
16 Motion: Leff moved to accept Darius Ferguson's proposal for a boundary survey in the amount of  
17 \$4,160, and that Staff research the cost of and obtain professional liability insurance for Mr.  
18 Ferguson - not to exceed \$1,000 - to cover him while he does this job. Lewis seconded the  
19 motion.

20  
21 Chair Johnson said it was moved and seconded, and called for discussion. There was brief  
22 discussion clarifying the intent of the motion.

23  
24 Vote: Motion passed.

25 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores

26  
27 VI. REVIEW PROJECTS

28 • Bay Street Engineering

29 Owings said engineering for the Bay Street project is almost complete, the project would be put  
30 out for bid in the middle of August, and the project should be ready to move forward by September  
31 17.

32  
33 • Harbor Surveying

34 Discussed above.

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36 • Preliminary Engineering - Hwy 101 South of Bridge Project

37 Lewis said the Agency pursued ODOT funding last year for engineering services and construction,  
38 but was not successful. The right of way and topographic surveying has been completed.  
39 Preliminary engineering costs are expected to be \$108,000. Murray said money is tight and grants  
40 are more competitive than ever.

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42 Motion: Connors moved to table preliminary engineering on the South of Bridge project for now.  
43 Goddard seconded the motion.

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45 Chair Johnson said it was moved and seconded, and called for discussion. There was none.

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47 Vote: Motion passed.

48 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores

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50 • Other Items on Projects Listing

51 An Agency Member requested removal of "Provide a fire warning signal in front of fire station" from  
52 the project list (copy attached to original of these minutes) because the existing station will not be  
53 renovated and Federal funding is not available for the building. Chair Johnson asked the Agency if  
54 they want to do preliminary engineering for two items: "Make improvements necessary to develop

1 harbor walkways" and "Provide a harbor overlook on the east side of the highway across from  
2 Evans"; one Agency Member said she was against developing a harbor walkway because the hill is  
3 too steep.

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5 The meeting recessed at 6:40 and reconvened at 6:47.

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7 There was discussion about doing other projects before sidewalks and/or breaking larger projects  
8 into smaller pieces, such as individual crosswalks, for easier funding. There was also discussion  
9 about new public restrooms at the north end of town.

10  
11 Motion: Leff moved that Staff do preliminary research into the potential costs, issues, planning,  
12 etc. around providing crosswalks and curb extensions near Ellingson, Evans, Graham, Heiberg, and  
13 Schoolhouse Streets; and as time is available to look into the possibility of additional public  
14 restrooms at the north end of town. Goddard seconded the motion.

15  
16 Chair Johnson said it was moved and seconded, and called for discussion. There was none.

17  
18 Vote: Motion passed.

19 Ayes: Cameron, Connors, Goddard, Hoitink, Johnson, Leff, Lewis, Spores

20  
21 There was brief discussion about a left turn signal at Bay Street and improving the Bay Street  
22 crosswalk. Owings felt it would be a waste of money to try to change the crosswalks; he also felt  
23 that approaching ODOT about a crosswalk at Schoolhouse Street would be a hard sell.

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25 IV. ADJOURN

26 There being no further business, the meeting was adjourned at 7:02 PM.

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Richard Johnson, Chair

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Emma LuMaye, Recording Secretary