



## **Review Fixed Sewage Rates Analysis and Resolution for Non-Residents on McNulty Water**

Finance Director Brown reviewed his analysis and resolution with the Council. A copy is included in the archive packet for this meeting. There are seven properties outside City limits that receive City sewer service but not water service. They receive their water from McNulty PUD. The rates were set at a fixed amount in 2011. The City now has access to their water usage, so they are able to make adjustment to the rates. He reviewed each property.

Discussion of 58209 Columbia River Hwy. bill adjustment. If the leak is repaired, the City could do a partial reimbursement based on the McNulty PUD bill showing a decrease in use.

## **Review Request for Proposals for Collections Services**

Finance Director Brown reviewed the RFP document for collections services with the Council, a copy of which is included in the archive packet for this meeting. He would like to release the RFP November 1. Council should let him know if they have any concerns and/or would like to sit on the review panel.

## **FY16/17 First Quarter Financial Report**

Finance Director Brown presented a PowerPoint presentation, a copy of which is included in the archive packet for this meeting.

There was some discussion about system development charges and comparisons to other cities. Mayor Peterson explained that comparing from one city to another is going to be different. The fees are based on growth. Brown will provide a comparison sheet to the Council.

## **Request Continuance of Tonight's Public Hearing**

City Planner Graichen said that the attorney for the applicant for the Comprehensive Plan Map and Zoning Map Amendment at 35090 Pittsburg Road scheduled for tonight at 6:15 p.m. has asked for a continuance so that they can add additional information (technical data) to their application before the Council holds the public hearing.

The Council was willing to continue the hearing to an undetermined date and time and will do so formally at 6:55 p.m. tonight, with a provision that those affected parties will be re-notified.

## **Department Reports**

**Police Chief Moss** reported...

- Nothing to report.

**Public Works Engineering Director Nelson** reported...

- The contractor is working diligently on the Godfrey Park storm drain.
- A contractor is working on the two million gallon water reservoir off of Pittsburg Road and preparing to put a liner in the tank.
- The contractor who will be doing the work on the Sand Island docks was not able to secure the crane they needed. They hope to have it either next week or the following week.
- The LED street lighting project is coming up. They are getting ready to order all of the equipment and hope to begin before the end of the year. They will be contracting with Columbia River PUD to do the installation. There are four trial lights set up now to see what they look like.
  - Across the street from the theater.
  - N. 15<sup>th</sup> Street, near the middle school.
  - Southerly entrance to the park and library.
  - Intersection of S. 13<sup>th</sup> Street and Columbia Blvd.

**Public Works Operations Director Sheppard** reported...

- The restrooms at Sand Island are locked right now. Major vandalism occurred their last week. They will be locked until they are repaired.

**Finance Director Brown** reported...

- They have integrated debit and credit card machines with Wells Fargo. He expects to be fully integrated to Wells Fargo by the end of December.
- Bings Restaurant is scheduled to be shut off this Friday at 10:00 a.m. They have not received any notifications or payments.
- He and Accounting Assistant Jennifer Johnson will be attending the Oregon Governmental Finance Officer Association (OGFOA) Conference in Salem, next Monday – Wednesday.
- Tomorrow, Max from Centerlogic is meeting with Azimuth in the Council Chambers. They are going to review what AV equipment needs to be replaced. The Council can then decide if we need to go out for an RFP or use the existing company.

**City Recorder Payne** reported...

- She attended a City County Insurance Services (CIS) training this morning. It was about medical leave, ADA, veterans preference and drug testing. It was very affirming that we are following correct processes in all of those areas.
- She is having her left knee replaced on October 28 and will be out for about six weeks starting October 28. Deputy City Recorder Scholl will cover for her.

**City Administrator Walsh** reported...

- Communications Officer Farnsworth deserves a lot of credit for work with Spirit of Halloweentown. The amount of media attention has been totally impressive.
- Last weekend's events was a setback for Spirit of Halloweentown. It was a good decision to cancel due to weather. The Shoestring Players continued on and seemed to do well.
- Someone stole the heads that were displayed for the tractor ride.
- This weekend will be busy with the Goth Festival, Haunted Hot Rods and other activities.
- He has been very busy with the waterfront redevelopment. The open house seemed to go well.

**Council Reports**

**Mayor Peterson** reported...

- Nothing to report.

**Councilor Conn** reported...

- Farnsworth understated her involvement in Spirit of Halloweentown. It has been very well organized this year.
- She visited the incident command center at John Gumm. It was great practice for emergency services.
- She received a call from a man in Arizona about Spirit of Halloweentown. His favorite character is Benny and he has an idea for animating him in the taxi cab.
- Library Director Jeffries is meeting with the Library's strategic plan consultant right now and is unable to be here.
- Today was day three of the Crisis Intervention Training. It was opened by Senator Betsy Johnson, which she remarked about positively. The first presenter was Chief Moss. He talked about effective communication. Conn thanked Moss for his incredible commitment to the community. She thanked the Council for paying for the snacks. They are appreciated.

**Council President Morten** reported...

- He thanked the staff for their fine gesture of sending him a birthday card.
- Council members have expressed interest in having a retreat. He would like to start thinking about a good time for it to be held after the elections. An in-house retreat, with Walsh facilitating, would be beneficial. He encouraged Council to give their ideas to Walsh. He also encouraged Walsh to reach out to staff for any concerns that they would like Council to address at the retreat.
- Now is a good time to touch base with your department heads and start talking about last year's goals. He would like Council to start formulating evaluations. They will be due in November.

**Councilor Carlson** reported...

- Dave Elder and Roger Stauffer showed incredible professionalism and patience during Spirit of Halloweentown last weekend. It was good representation of the City.
- Our code now allows for a mother-in-law cottage. The Planning Department has been looking at it and how it relates to density questions. She would like to review the use during the retreat.
- This coming Saturday is the Hallow'teen' Dance put on by the Youth Council. They are partnering with Vicky Bilton at Meriwether Place. She has offered her facility and services in-kind to help them. Last year, we talked about the need for a light at the crosswalk. Sheppard will work with Carlson on signage.

**Executive Session**

**ORS 192.660(2)(e) Real Property Transactions**

An executive session was not needed.

**Other Business**

No other business.



There being no further business, the meeting was adjourned at 2:17 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor