

PUBLIC WORKS COMMITTEE MEETING MINUTES
Tuesday, May 10, 2016 3 P.M. M.T.
**** PUBLIC WORKS HEADQUARTERS ****

Meeting called to order at 3:00 p.m. by Bernie Babcock, Public Works Committee Vice-Chairman.

Committee members present included Mr. Scott Wilson, Mr. Bernie Babcock, and Mr. Pat Woodcock (Mr. Ken Hart and Mr. Riley Hill – excused).

Others present included Cliff Leeper, Suzanne Mulvany, Betsy Roberts, Dan Shepard, Larry Tuttle and Skip Johnson, Clearwater Supply.

The press was notified. This meeting was recorded (the tape is available at the Public Works Headquarters); the minutes are on file at City Hall and on the city's website at www.ontariooregon.org.

ADOPTION OF MINUTES – APRIL 12, 2016

RESOLUTION, ACTION &/OR MOTION:

The motion was made by Mr. Wilson, seconded by Mr. Woodcock to defer the approval of the April 12, 2016 minutes until the next meeting: Mr. Scott Wilson – Yes; Mr. Bernie Babcock – Yes; Mr. Pat Woodcock – Yes; Motion Passed 3-0-2 (Wilson & Hill - excused).

OLD BUSINESS

UNIMPROVED RIGHT OF WAY FOR ACCESS

DAN SH.

CLEARWATER SUPPLY – 2232 SW 4TH AVE

GENERAL DISCUSSION:

Clearwater Supply wants to access the back portion of its property by going down SW 24th Street and onto unimproved SW 6th Ave.

The committee requested that we have more information from Clearwater supply, therefore Skip Johnson is available to answer a few questions.



- *How many vehicles would you expect?* Last year - 24 trucks excluding UPS/FedEx; 11 of those come to the loading dock in front. Busy time is between October and March 1st.
- Have had an agreement with those to the west, property has been up for sale for quite a while and one of owners passed away. Now owners want them to rent or purchase the property.
- Trying to figure out what to do without utilizing neighboring lot; go down 24th and then SW. 6th Ave. which is undeveloped.

- One issue is that we do not have a deferred improvement agreement; another question was how do we get those trucks to turn around?
- Will have to make some improvements and move things around to accommodate them turning around.
- 11 of 24 go to the front loading dock, the other 13 are flatbeds that need to be unloaded in the back; 2 to 3 a year come in that are maxed out in weight but the rest are relatively light.
- What is the Long term plan for development of this property? Presently & in the future how are they going to get in/out of their?
- The easiest way would be to open up Dorian. No, because of the City improvements; no driveway cut, drainage ditch issue, "T" intersection with a 3-way signal, etc.
- Are you willing to sign a deferred improvement agreement? It is an agreement between the property owner and the City to defer certain improvements until some other development occurs that causes them to be constructed. Also if sold the new owner would have to honor that as well; it is recorded with the property.
- Would have to ask the ownership.
- What is the definition of what would have to be done for an unimproved street? The reason for the question is that when leaving the pavement on 24th it is all gravel and probably should be bladed and re-graveled every 90 days, but it doesn't. This only happens once or maybe twice per year depending on the ruts and the winter. So then be taking on this expense on a long term basis; where will the reimbursement come from?
- Also utility access for trash if there is no longer access through the lot, there would be some assumed additional expenses.
- What responsibility does the City have in regards to keeping up that road? Keep it dressed up, graded, maintained, etc.
- They are looking into crossing Dorian & into D&B parking Lot; has met with Jim Cunningham. Issue right now is that D&B leases the property.
- Would the City have a problem with them crossing 4' of Dorian? - No.
- Therefore, what is being asked today (on SW 6th Ave.) is going to be a headache, expensive, etc..? - Yes.
- Clearwater Supply to continue discussions with D&B and Owyhee Irrigation for access.
- Table the issue.

RESOLUTION, ACTION &/OR MOTION:

Tabled - No motion.

UPDATES ONLY – NO MOTIONS

CLIFF & BETSY

- **WTP Design/Construction Project:**
 - ~ Went to the Council with \$165,000 increase; had the numbers now attached to the tank, the sodium hypochlorite tanks, the eyewashes, everything associated to complete the package of the Water Treatment Plant that we found as we were going through the final design. The Council said yes, and will be pushed into the budget for this coming year.
 - ~ Contract will go out for bid within the next couple weeks.
 - **Eastside Tank Status:**
 - ~ Moving forward & estimating being done by the 20th of this month, just in time for the irrigation season.
 - ~ Found that the concrete was a little more rough & applying 100 mil coat on the side and an 80 mil coat on the bottom of the tank.
 - ~ That was a cost increase & will be dealt with by not doing the external painting on the tank this year, do some of the work in-house, and we'll still be within our target budget amount.
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COMMENTS

LARRY TUTTLE – A BIT 'O HISTORY

About a year ago Council moved approximately \$1.4 million out of the Street Fund into the General Fund, and most of it went into a contingency. The reasoning was to take the money and put it into the Aquatic Center, which those motions were depleted at the budget meetings last year, but it still took place. In going forward with the budget this year there's \$500,000 in the Aquatic Center; may have read in the paper that the money has been moved back to General Contingency. The problem was when the budget came through the Street Fund only had a \$9,200 Contingency, and had more expense in the Street Fund than income but it balanced out. Believe we need to be a little more protective of the Public Works funds. There was \$211,063 for the sweeper, a total of \$274,000 in the Street Fund. Would like to see \$250,000 moved out of the General Fund Contingency to the Street Fund Contingency in case something happened.

Clarify –

- Budget cycle 2015 - \$1.4 million transferred from the Street Fund to General Fund Contingency.
- First motion was to transfer \$1 million to the Aquatic Center (from GFC) – Failed due to lack of a second.
- Only \$500,000 is left in the Aquatic Center because that money has been used. The General Fund has less income than expenses at this point in time; will continue unless there is a real tightening of employees, or find a new flow of revenue. Even then it will take time to build.

Any resolutions from the City's standpoint that identify what the Contingency should be for Street Funds? No, there is nothing that establishes it. Maybe need to establish some bench mark for what is needed for a Street Fund. Problem started when part of the TOT Tax (motel tax) was taken away from the Street Fund. Should be at least \$200k in Contingency for Streets.

We are creating a 5 & 10 year look working with Kari; will take a couple months, but in looking forward and seeing that if we want to do the SE 2nd project we are obligated for \$540,000 for the match. Will be talking with ODOT more on this but the City would be obligated to pay it up front, possibly not the full \$540,000. Already have the Grant so don't want to back out of it.

ADJOURN

The motion was made by Mr. Wilson seconded by Mr. Woodcock to Adjourn: Motion passed unanimously.

APPROVED:



Signature

(Riley Hill, Chairman / Bernie Babcock, Vice-Chairman)