

I. CALL TO ORDER : Mayor Burden called the meeting to order at 7:09 p.m., May 15, 2018 at Wheeler City Hall.

II. ROLL CALL :

Mayor Stevie S. Burden, Heidi Wilcox-Siglin, Dawn Sea Kahrs, Dave Bell and Jim King

Excused Absence: Bob Harlow

Staff Present: Angela Oslund, City Manager

Public Present: Jon Hull, Dave Larmouth, Beverly Stein, Rob F., William Mullen, Aaron Palter and Jason Verburg

Media Present: None

III. MAYOR AND COUNCILOR COMMENTS:

- DLCD Grant Funding Opportunity for Housing Planning
- Follow-up on Traffic Study, Transportation Planning Grant, ACT
- City Plan Updates (Transportation Plan, Waterfront Development), Timeline and Priorities, Establishment of Citizen’s Advisory Committee
- Safe Routes to School Grant, ODOT
- TLT Wheeler Bathroom Project

IV. CONSENT CALENDAR:

1. **Additions or Deletions to Agenda** – Add to New Business “B” , discussion on moving forward on Transportation Plan Grant
2. **Wheeler City Council Minutes of April 17, 2018**
3. **Financial Reports for April 2018** – Emailed to Council on 5/11/18 at 12:32 PM.

Bell moved to accept the consent agenda as amended, Kahrs 2nd motion. All for the vote, 4-0.

V. PRESENTATIONS, GUESTS, ANNOUNCEMENTS AND CORRESPONDENCE:

1. **Presentations:** Dave Larmouth, Recology Western Oregon, Rates Packet
2. **Guests:** None
3. **Announcements:** None
4. **Correspondence:**
 - Manzanita Department of Public Safety April 2018

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS:

VII. COMMITTEE REPORTS:

- **Planning Commission** – Minutes for May 3, 2018 Planning Commission meeting
- **Parks Committee** – Minutes for April 19, 2018 Parks & Recreation Committee meeting
- **Wheeler Citizen (Unaffiliated) – Emergency Preparedness**

- **Port of Nehalem Liaison – Jon Hull**

VIII. CITY MANAGER & PUBLIC WORKS DEPARTMENT REPORT

City Manager Report

Planning Commission Meeting, May 3, 2018

- The City will be holding a public hearing on the matter of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) adoption to meet the (FEMA) requirement. Public Hearing is set for July 12, 2018.
- Oregon Department of Land Conservation and Development (DLCD) Affordable Housing Pilot Project Update: The City is working with DLCD on a grant application for affordable housing. The City may annex up to 50 net buildable acres to address this need. There must be a willing property owner and developer to participate in the development of housing.
- The Planning Commission does not feel that they received clear guidance about what the City wants to do with the sign ordinance.
- Also, the Planning Commission recommends to the City Council that the Sign Ordinance is included in the Zoning Ordinance to make them easier to find.
- Buildable Lands Inventory (BLI) and Economic Opportunities and Needs Analysis (EOA): Planner and commission will continue to work on this process after the FIRM and FIS adoption.
- Wheeler Land Use Application Process: The Planning Commission is reviewing draft documents and providing Angela Oslund edits to the application packet for final review by the Planning Commission. The intent is to help clarify the land use planning process.

Parks & Recreation Committee Meeting: April 19, 2018

- The committee has been working on the clean-up of the center berm at Waterfront Park. They will be planting a dwarf magnolia in place of the serviceberry tree.
- Eight beds in the community garden are ready for planting at Upper Park.
- June 9, 2018 is Wheeler Clean-Up Day (9AM to 2PM). Wheeler citizens will be notified in their Wheeler Water Bill. They will be given coupons for disposal of yard debris for free at CARTM. Mike Anderson recommends that the City get a trailer and collect yard debris for people who physically cannot collect it themselves. Lori is collecting a list of pick-up items for people who cannot bring it down themselves.
- Terri is reviewing the Park and Recreation Master Plan. She says they plan to have it completed by mid-summer.

Old Business

- City Council Workshop was set for June 9th, 2018 from 5:30 PM to 7:00 PM to discuss the Water Rates Study results, RTI Franchise, and Recology.
- Streets – 2018 Small City Allotment (SCA) Agreement was signed that provides funding for paving 2nd Street (from Rowe Street to Akin Street), Vosburg Street (3rd Street to 4th Street), and Dubois Street (US 101 to Winkler Street). The paving project at 4th Street was dropped due to funding limitations. Also, as a holdover from the last City Council Meeting.

Management – General

- Oregon Department of Transportation – Mayor Burden, Joe Velkinburg, Ken Shonkwiler (ODOT,

Senior Regional Planner), and I met regarding the need for a traffic study in Wheeler with respect to the current speed zones and impact to the community. The City relayed to ODOT that there is a school bus stop at the North end of town that may not have been there at the time of the last study. The City is looking for what grant opportunities may be available for a future traffic study, and working with ODOT on the timing of the availability of that grant. The City also mentioned the concerns for traffic safety at Fisherman's Point, including asking about the possibility of getting a flashing light installed there (understanding this is outside of Wheeler).

- Oregon Department of Transportation – Attended the Oregon Coast Bike Route Work Session 4/25/2018 at the Port of Tillamook Bay. Intent was for ODOT to share information about the Oregon Coast Bike Route Plan, provide an overview of project and programs affecting the route/needs, and discuss the impact of the revision on increased tourism in our communities.
- Nehalem Bay Health District/ Rinehart Clinic – Folks from both the Nehalem Bay Health District and Rinehart Clinic introduced themselves to me and spoke with me about their existing infrastructure and future planning. Both entities are in the initial stages of strategic planning towards their individual and collective needs. More to come on this.
- FEMA Grants - I spent two days at the Oregon Emergency Management sponsored Hazardous Mitigation Grant writing training session led by Angie Lane. I was able to learn about FEMA's three grant fund sources including:
 - Hazardous Mitigation Grant Program (HMA) – assists in implementing long-term hazard mitigation planning and projects following a major disaster declaration.
 - Pre-disaster Mitigation (PDM) – provides funds for hazard mitigation planning and projects on an annual basis.
 - Flood Mitigation Assistance (FMA) – provides funds for planning projects to reduce or eliminate the risk of flood damage to buildings that are insured under the National Flood Insurance Program on an annual basis.

These are reimbursement and match funding programs (75% FEMA funds, 25% matches by local jurisdictions and their partner sources). Their funding cycle begins in July. I would like to propose FMA funding to reroute Zimmerman Creek. This funding can come in two phases; Phase I can be for the engineering/geological study and design, Phase II construction.

- Railriders is getting ready to mobilize operations here in Wheeler in preparation for the summer season. They are working with the City to complete the final stages of their Land Use Application.
- The City has prepared the draft FY2018-2019 Wheeler City Budget. The City will be working with the Budget Committee this week to schedule Budget Hearings.

Public Works Report:

Dock restoration: Staff attended the Port of Nehalem's monthly meeting to support a grant requesting funds to do some maintenance and restoration work on the City of Wheeler transient boat docks. Staff presented why this project was important to the Port as it supports a safe environment for public to access to the river and maintains an asset for local residents and the port. The Port board members voted to support this project with matching funds. This project will consist of replacing some damaged grating on the gang plank which accesses the docks, replacing missing rub rails, and replacing the deck boards. The grating for the gang plank has been

received and installed, the required materials for the decking wood has been ordered. Overall cost for project is \$ 5790.00.

Upper Park: Staff has completed most of the work that was initiated by last year's paving project where grading of the grounds was required to make smooth transitions from the elevations that were changed for drainage. A fence was installed and grass seed was applied for cover of sections exposed by the excavation work. Staff also created a swale for the collection of storm water runoff and park committee members planted some plants to enhance retaining and treatment of those collected waters. The city also benefitted from the work by Trees Inc. and received 30 plus yards of mulch materials which will be used in all three parks. The community garden required to have four new posts installed for the fencing as the post originally used were not pressure treated. The EVC will be giving the City a Connex storage container to be placed possibly in Upper Park and staff will be preparing a level space for placement.

SCA paving project: Staff is finishing writing bid documents and will be sending them out to bidders soon. Staff will be doing some excavation work on Vosburg Street to prep for this site. The work will include shaping ditch lines on the north side of the street and building up the grade on the south side. Work will also be done on Dubois Street which will provide a catch basin and storm water piping to catch storm water that spring out of the cities pipe yard.

Summer help: Staff is still recruiting for summer help as the mowing season has begun.

City Planner Report: none

IX. PUBLIC HEARING: None

X. EXECUTIVE SESSION: None

XI. GENERAL BUSINESS:

1. Old Business:

- a. **Ordinance No. 2018-01, An Ordinance Repealing Ordinance 2008-01 and Providing for the Creation of an Emergency Preparedness Committee 1st Reading:** Mayor Stevie Burden, 1st reading by full title of Ordinance No.: 2018-01.
- b. **Ordinance No.: 2018-02, An Ordinance Regulating Single-Use Carryout Bags, Banning Single-Use Plastic Carryout Bags 1st Reading:** Mayor Stevie Burden, 1st reading by full title of Ordinance No.: 2018-02.
- c. **Sign Ordinance – Discussion**

2. New Business:

- a. **Intergovernmental Cooperative Agreement with the City of Manzanita, Police Coverage for FY 2018-2019:** King moved to accept City of Manzanita Police Coverage for FY 2018/2019, Bell 2nd motion. All for the vote, 4-0,
- b. **Transportation Plan Grant:** City Manager to move forward per City Council consensus.

XII. ADJOURNMENT: 9:20

Stevie S. Burden, Mayor

City Manager, Angela Oslund

Lori Rieger, Transcriber