

REGULAR SESSION

April 5, 2017

Mayor Billie Jo Smith called the meeting to order at 7:00pm. Councilors present: Jerry Seth, Jackie Kauffman, Josh Smith, Deanne Dunlap, Michele Johnson and Council President (CP) Terri Strom.

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, Public Works Director (PWD) Michael J. Adams, City Recorder (CR) Nancy Bryant, and Assistant to the City Recorder (ACR) Cindy Olivieri.

Visitors present: William Vann-Monaghan, Bill Farley, Calley Hair, Carol Boyson, and Rick Boyson.

Visitors/Public Comment

William Vann-Monaghan of Beech Street, Toledo stated his displeasure regarding the brightness of the street lights on Beech Street. He said there are too many lights, they are on too long and they project too much light on his property and the street. He suggested that Council address his concern as an agenda item for a future meeting and that the City may save money if there were less street lights around the City.

When asked if there had been a change in the lighting, Mr. Van-Monaghan stated that he believes the bulbs were changed, possibly in November of 2016, and they are much brighter than before. He stated that he can no longer see stars in the night sky because of the glare of the street lights.

CM Martin stated that he will look into it and report to Council. Mayor Smith suggested that Mr. Vann-Monaghan watch for the Council agenda postings so that he knows when the discussion will take place.

Consent Calendar

Motion-It was moved and seconded (Dunlap/JSmith) to approve the consent calendar consisting of the City Council meeting minutes of March 15, 2017. **Motion passed 7-0.**

Discussion and Information Items

Committee Updates

Councilor Smith noted that Cascades West Area Commission on Transportation meets the fourth Thursday of each month.

Councilor Dunlap reported that she attended a Cascades West Council of Governments (CWCOG) regional meeting.

Mayor Smith reported that she attended a Mayor's meeting hosted by CWCOG.

Decision Items

Request to Close a Portion of Main Street for the Toledo Street Market

CM Martin reported that Deanne Dunlap, on behalf of the Toledo Downtown Association, has applied for an Outdoor Public Event Permit to hold a Street Market. The permit application includes a request to close a portion of Main Street to thru traffic from NW 2nd Street to NW 1st Street during the event; each Thursday beginning June 1st through September 28th. In addition to the street closure, the applicant requests permission for exclusive use of the City Hall parking lot for each date of the event.

Previously, the Market has utilized the public parking lots and sidewalks of Main Street for this event. The summer of 2016 was the first year that City Council approved the Main Street closure for the event. During the summer of 2016, City Hall staff received the following complaints and comments from citizens and staff members wanting to and/or required to access City Hall:

- Difficulty finding available parking. Elderly customers had difficulty parking on the side street and walking to City Hall entry doors.
- Handicap parking was neither well marked nor adequate in number.
- Access to parking for Toledo Municipal Court was difficult for attendees (two Thursdays per month).
- Music was amplified and caused a disturbance for those working near the event.

Staff has reviewed the Outdoor Event Permit application and made the following recommendations regarding the street closure:

- Event Organizers will be responsible for placing barricades and street closure signage supplied by the City.
- Handicap parking signage and emergency alley access must be addressed and implemented by the event organizers.
- The City Hall Roof Replacement Project will require closure of the same streets requested by the event organizers and will conflict with one of the Street Market event dates. The project is weather dependent; therefore the date of the project is unknown at this time. Staff will notify the event organizers as soon as possible before the project begins.

Councilor Seth stated that he was surprised to see that two Council members are named on the permit application and that they represent themselves while on Council. CP Strom stated that she and Councilor Dunlap are both members of the Toledo Downtown Association; applicant for the event. Councilor Dunlap noted that the event was established when the City had an Events Coordinator and when that position was eliminated the Toledo Downtown Association took over the event. She stated that the vendors are happy not to be on the sidewalks because it caused problems with the businesses.

Councilor Seth then stated that limiting the market to one block on Main Street takes away from the community spirit that it used to have when the event stretched the entire street. He surveyed ten of the businesses on Main Street regarding the impact to those businesses when the market is consolidated to one block. He said that eight of the ten business owners were not happy with the street closure and that they are very interested in this subject. Councilor Johnson stated that she wished that those business owners would come forward and show interest when these types of events occur. She stated that in the past the Main Street businesses didn't want to be open nor do they seem to be interested in getting involved in the events. She said when the businesses want to get involved in the Toledo Downtown Association they will have representation.

Mayor Smith stated that she mans a booth for the Chamber at the market. Last year there was concern about the impact on merchants down the street and other parts of town. She said the goal is to bring people to Toledo. She also stated that the Market vendors are mostly from Lincoln County. She helped the Toledo Chamber create a flyer listing the activities in Toledo and she invited businesses to advertise in the flyer; free for Chamber members and \$5.00 per month for nonmembers. She said, only a few businesses participated.

Public Comment:

Carol Boyson Manager of Thursday Street Market stated that holding the event in one area is easier to manage. The Market Committee is creating policy and procedures to better organize the event. She noted that the committee has voted out including music during the market. She then stated that she has thirty vendors scheduled for this year's event and all but two of the vendors are from Lincoln County. She said that the event attracts people from all over the world.

Council discussed the potential of expanding the market area.

Councilor JSmith asked if the handicapped parking and emergency alley issues have been addressed. Mrs. Boyson stated that the Market Committee will place the barricades to mark the closure and will place four handicapped parking signs; one on each corner of the block. She noted that if the Fire Department lets them know that they need access to Main Street the Committee will move the barricades and people from the center of the street. Mayor Smith noted that the handicapped parking was not clearly marked last year.

Bill Farley asked how a Toledo resident, who doesn't want to purchase a business license or pay a fee, can join the Market to sell their product if the space is limited. Mrs. Boyson stated that she usually tries to make room when she can.

Motion- it was moved and seconded (JSmith/Dunlap) to approve the closure of Main Street from NW 2nd Street to NW 1st Street including the City Hall parking lot on Thursdays between June 1, 2017 and September 28, 2017 from 7am to 4pm for the Toledo Street Market; with exception of the dates which may conflict with the City Hall Roof Replacement Project and contingent upon the applicant providing proof of insurance.

Public Comment: Mrs. Boyson asked about the roof project. Staff informed her that Main Street will be closed in front of City Hall for up to one week to complete the City Hall roof replacement.

Motion passed 6-1, noting that Councilor Seth voted no. Councilor Seth said he voted no in support of the businesses on Main Street.

Recommendation from City Council's Contribution Committee

CM Martin reported that the City intends to make limited funds available or provide in-kind services to social services and civic organizations that provide direct services to Toledo citizens or enhance the quality of life in the community. The City received six requests this year totaling \$8,365.00. He then noted that the City has estimated an available \$9,600 from the liquor and cigarette tax revenues which left approximately \$805 dollars unencumbered. The Contribution Committee met on March 21, 2017 to review the applications and recommended the following contribution awards:

- Oregon Coast Community College Foundation in the amount of \$1,300.00
- Retired Senior Volunteer Program in the amount of \$1,000.00

- Toledo Food Pantry in the amount of \$2,500.00
- Toledo History Center in the amount of \$1,330.00
- Yaquina River Museum of Art in the amount of \$665.00
- CWCOC -Meals on Wheels Program in the amount of \$2,000.00

He reported that the committee also recommended some policy changes. He suggested addressing any policy changes at a further council work session. Council agreed to discuss the policy changes at a future Council work session.

Councilor Dunlap asked what happens to the available funding that was not awarded. CM Martin stated that currently the funds that are not awarded will be absorbed in the City's beginning balance of the following fiscal year and that the Committee's recommendation is to carry over any left-over funds to the next fiscal year. He said it is more complicated to establish a reserve fund. He agreed to schedule the topic on Council's next work session agenda.

Councilor JSmith noted that the History requested \$700 but was awarded \$1330. He asked what the additional funding is for. Mayor Smith stated that the History Center has asked for the funding to cover its property insurance in the amount of \$700 and also noted that its liability insurance costs \$630. The Committee agreed to recommend funding both of the History Center's insurance policy costs.

Public Comment: There was no public comment.

Motion- it was moved and seconded (JSmith/ Kauffman) to approve the recommendation of the Contribution Committee for the following funding allocations for the 2017/2018 Fiscal Year: Oregon Coast Community College Foundation in the amount of \$1,300.00; Retired Senior Volunteer Program in the amount of \$1,000.00; Toledo Food Pantry in the amount of \$2,500.00; Toledo History Center in the amount of \$1,330.00; Yaquina River Museum of Art in the amount of \$665.00; and CWCOC -Meals on Wheels Program in the amount of \$2,000.00.

Motion passed 7-0.

CM Martin again noted that the recommended policy changes will be addressed on the next Council work session agenda so that Council can discuss the potential impacts from changing the deadline dates as well as any restrictions and or options for carrying over contribution funds from one year to the next.

Reports and Comments

Department Reports

CM Martin introduced Michael J. Adams as the newly hired Public Works Director. He then noted that a public reception for PWD Adams is scheduled Friday April 7th from 3:30pm to 5:30pm in the City Hall Council Chambers.

CR Bryant reminded Council that the Oregon Government Ethics-Statement of Economic Interest filing is due by April 15, 2017. She then introduced Cindy Olivieri as the newly hired Assistant to the City Recorder.

Council members welcomed the two new City employees.

PC Enyeart, by the request of Councilor Dunlap, provided Council with a handout regarding establishing a Neighborhood Watch Program. He said that neighborhood residents who watch out for each other and report suspicious activity is very helpful to law enforcement. He also said that cameras are a major crime deterrent and that more local businesses are installing cameras which is helping with police services. Citizens that are interested in creating a neighborhood watch program should contact him at the Police Department.

City Manager Report

CM Martin reported the following:

- He is excited to have a Public Works Director. He has been helping him get up to speed regarding department projects.
- The Toledo Public Safety departments are aware and monitoring the potential impact to Toledo during the solar eclipse event in August. There is the potential for a large number of people arriving in and around Toledo during the event.
- A Council work session is scheduled for next Tuesday and the agenda will include the Contribution Committee policy recommendations and a review of the City's purchasing and public contracting policy.
- A 5k/10k Run event is scheduled for April 8th to benefit the Toledo Food Pantry. He asked that people are mindful of the participants while driving on city streets.

Council Comments

There were no Council comments.

Mayor Comments

Mayor Smith commented the following:

- The Lincoln County Emergency Operations Center will hold an open house on April 27th from 10am to 2pm at the Lincoln County Courthouse, Suite 103.
- She will hold "Chat with the Mayor" this month at Muggly's on Mondays from noon to 3pm.
- The Keep Our Pool Open Community Committee rented the Municipal Swimming Pool for a free family fun night. There were over 150 people who participated.

Mayor Smith called for a brief recess at 8:28pm and announced an executive session will follow according to ORS 192.660(2) (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

She then made the following statement: "Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are not permitted to attend. Representatives of the news media are specifically directed not to report on any of the deliberations of the executive session except to state the general subject session as previously announced. No final decisions may be made in executive session. At the end of executive session Council will return to open session and welcome the audience into the room."

Executive Session:

Council resumed the meeting in executive session at 8:30pm. In attendance: Mayor Smith, Councilors Johnson, Smith, Strom, Kauffman, Seth, and Dunlap; PC Enyeart, CM Martin, CR Bryant, and Calley Hair reporter of the Newport News Times Newspaper.

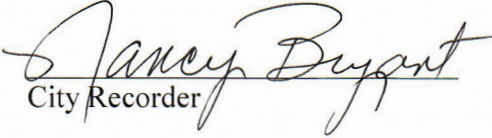
Executive Session discussion:

CM Martin provided Council with an update regarding the potential purchase of real estate by the City of Toledo.

Adjournment:

Council returned to regular session and Mayor Smith adjourned the meeting at 8:40pm.

ATTEST:


City Recorder

APPROVE:


Mayor