

TOLEDO CITY COUNCIL MINUTES
REGULAR SESSION
July 5, 2017

Mayor Billie Jo Smith called the meeting to order at 7:02pm. Councilors present: Joshua Smith, Jerry Seth, Deanne Dunlap and Council President Terri Strom.
Councilors excused: Michele Johnson and Jackie Kauffman.

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, City Attorney/Planner (CA) Michael E. Adams, City Recorder (CR) Nancy Bryant, and Public Works Director (PWD) Michael J. Adams.

Visitors present: Bill Farley and Joan Brown.

Visitors/Public Comment

There were no public comments.

Consent Calendar

Motion- It was moved and seconded (Strom/JSmith) to approve the consent calendar consisting of City Council minutes dated June 7th, June 13th, June 21st, and June 26th, 2017.

Motion passed 5-0, noting the absence of Councilors Johnson and Kauffman.

Councilor Dunlap noted that she was left off of the attendance heading on the minutes of June 26, 2017 and a councilor is labeled as a commissioner on the June 13, 2017 joint Planning Commission/City Council meeting minutes.

Discussion and Information Items

Committee Updates

CM Martin reported the City has received notification from the Cascades West Council of Governments (COG) requesting that the City of Toledo consider appointments to the Cascade Resource Consortium. He will bring the item to Council at its next meeting.

Decision Items

An Ordinance Establishing Procedures for Public Contracting

CA Adams reported that the first twelve sections are the proposed Municipal Code Chapter 2.32, noting that in proposed 2.32.060 Entitled Purchasing Manager –the purchasing manager is authorized to issue all solicitation and award all city contracts without specific authorization from the City Council whenever the amount of the contract is \$25,000 or less and the proposed expenditures are included in the current fiscal year budget. The remaining portion of the ordinance is findings to establish special selection, evaluation, and award procedures.

CA Adams noted that the rules are established by a resolution purchasing manual.

Public Comment: There was no public comment.

Motion-It was moved and seconded (JSmith/Strom) to adopt **Ordinance No. 1377**, by reading the title twice, An Ordinance Establishing Procedures for Public Contracting, Repealing Ordinance No. 1318 As Amended, and Declaring an Emergency.

Motion passed 5-0, noting the absence of Councilors Johnson and Kauffman.

A Resolution Approving the City of Toledo's Purchasing Manual

Motion-It was moved and seconded (JSmith/Dunlap) to approve **Resolution No. 1394**, which establishes the specifics of the public contracting process in the City's public contracting rules.

Public Comment: There was no public comment.

Motion passed 5-0, noting the absence of Councilor Johnson and Kauffman.

A Resolution Setting the Street Lighting Utility Fee for the 2017-2018 Fiscal Year

CM Martin reported that in 2004 the City adopted Ordinance No. 1303 which established a street light utility fee at an initial rate of 2.00/month. Ordinance No. 1303 further requires the City Council to annually set the monthly street lighting fee by resolution. The current fee was set by Resolution No. 1374 on May 18, 2016 at \$7.50/month. The proposed resolution maintains the current rate of \$7.50/month which will raise an estimated \$113,500.00 for approximately 90% of the total annual costs for street lighting. The balance of the estimated costs are offset by General Fund Revenues as represented in the Adopted 2017-2018 FY Budget.

Council and staff discussed the potential of reducing the number of street lights within the City. Mayor Smith suggested placing a street light location survey in the water bills.

Public Comment: There was no public comment.

Motion-It was moved and seconded (Strom/JSmith) to adopt **Resolution No. 1395**, a Resolution Setting the Street Lighting Utility Fee for the 2017-2018 Fiscal Year at \$7.50/month.

Motion passed 5-0, noting the absence of Councilors Johnson and Kauffman.

A Resolution Adopting a Salary Schedule for the Non-Represented Positions for Fiscal Year 2017-2018

CM Martin reported that the City recognizes cost of living wage allowances (COLA's) for both represented and non-represented City employees. COLA's for represented employees are specified in both bargaining agreements. The current largest COLA is 2.2%. Increasing the non-represented staff wage schedules based on COLA amounts for represented staff help maintain a fair and equitable salary range for non-represented staff.

Public Comment: There was no public comment.

Motion- It was moved and seconded (Seth/Dunlap) to adopt **Resolution No. 1396**, A Resolution establishing the 2017-2018 salary schedules for non-represented employees.

Motion passed 5-0, noting the absence of Councilors Johnson and Kauffman.

Request to Close Main Street for Summer Festival Kid's Parade

CM Martin reported that the Toledo Summer Festival Committee has applied for a Parade Permit for the Annual Kids Parade and Train that signifies the beginning of Summer Festival. The committee is requesting a street closure beginning at a portion of NW A Street from the Toledo

Public Library to Business Hwy 20 and continuing west and south to the south end of Main Street from 5:30pm to 6:45pm on July 28, 2017.

Public Comment: There was no public comment.

Motion- It was moved and seconded (Strom/Dunlap) to approve closure of a portion of NW “A” Street from the Toledo Public Library to Business Hwy 20 and continuing east and south to the south end of Main Street from 5:30PM to 6:45PM on Friday, July 28th, 2017 for a Kid’s Parade. **Motion passed 5-0**, noting the absence of Councilor Johnson and Kauffman.

Request of Street Closure for the 2017 Toledo Summer Festival Grand Parade

CM Martin reported that the Toledo Summer Festival Committee has applied for a Parade Permit for the Annual Summer Festival Grand Parade. The Committee is requesting a closure of a portion of Business Hwy 20 from Bay Blvd. continuing west and turning right onto Main Street and concluding at the Southern end of Main Street beginning at 11am to 2pm on July 29, 2017.

Public comment: There was no public comment.

Motion- It was moved and seconded (JSmith/Strom) to approve closure of a portion of Business Hwy 20 from Bay Blvd and continuing to the south end of Main Street from 11:00am to 2:00 pm on Saturday, July 29th, 2017 for the conduct of the Toledo Summer Festival Grand Parade. **Motion passed 5-0**, noting the absence of Councilors Johnson and Kauffman.

Reports and Comments

Department Reports

PC Enyeart reported the following:

- Toledo Police will both lead and end the Summer Festival Parade. Officers from Lincoln City and Newport as well as Lincoln County Sheriff Deputies will provide public safety aid during the festival.
- The National Night Out event is scheduled for August 1, 2017.
- The Toledo Rotary will be sponsoring a Golf Tournament on August 26, 2017 to support the Veterans Honor Flight Program.

PWD Adams reported that the public works street improvement projects are underway. Councilor JSmith asked if there was a way to organize the street striping with the paving projects. He noted that Graham Street was recently striped before the planned paving project. PWD Adams stated that the department contracts the street striping with Benton County and the City is dependent on their schedule. He noted that Road and Driveway will restripe the street once it is paved. PWD Adams also noted that he will take care of any excess asphalt left on the sidewalks.

City Manager's Report

CM Martin provided a written report on the following:

- Wastewater system regulatory compliance update
- Eclipse event update.
- National Flood Insurance Program update.
- City Hall Roof Replacement project.

- Swimming pool update.
- July 11, 2017 Council Work Session.
- Upcoming meetings, activities and public events.

Council Comments

Councilor Smith requested prior notice with no-parking signage on Graham Street before the paving begins.

Mayor Comments

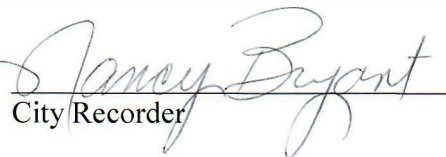
Mayor Smith commented on the following:

- Main Street businesses are filling up.
- Council members may contact the City Manager before the work session next week if they have questions about budget expenditures.
- She suggested that Council discuss its participation in the Summer Festival Grand Parade.

Adjournment:

Mayor Smith adjourned the meeting at 8:14pm

ATTEST:


City Recorder

APPROVE:


Mayor