



**CITY COUNCIL MEETING MINUTES ~ APPROVED
JUNE 9, 2016 AT 7:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

Mayor Rebecca Ruede called the June 9th meeting of the Dunes City Council to order at 7:01 pm.

2. ROLL CALL

Roll Call was taken by City Administrator/Recorder, Jamie Mills.

Present: Mayor Rebecca Ruede, Councilor Sheldon Meyer, Councilor Ed Scarberry and Councilor Tom Mallen.

Absent and Excused: Councilors Ken Platt and Duke Wells and Council President Maurice Sanders.

Also Present: City Administrator/Recorder Jamie Mills, Administrative Assistant Rapunzel Oberholtzer, and several citizens.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Councilor Mallen made a motion to approve the Agenda. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

5. CONSENT AGENDA

City Administrator/Recorder Mills pointed out that an amended Bills of the Session through June 2nd was distributed to Councilors prior to the start of the meeting.

Councilor Scarberry made a motion to approve the Consent Agenda as amended. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

Mayor Ruede read aloud the list of announcements from the meeting Agenda.

- A. Candidate Packets are available for pickup at Dunes City Hall. The time to file for office opened June 1, 2016 and will close on August 30. Positions open include the Mayor and three City Council positions.

Mayor Ruede explained that anyone interested in running for Mayor or City Council can contact Dunes City Hall for more information.

- B. Refreshments will be served after the meeting and everyone is welcome to attend.

7. CITIZEN INPUT

Mayor Ruede recognized Ms. Cindy Forsythe.

Ms. Forsythe explained that she was present to address the Council about the Tsiltcoos Lake Club Platt. She reminded Councilors that she had brought this subject to the Council in October of last year. The issue involved roads that were platted on the Tsiltcoos Lake Club map of 1909. Since then, there are a number of the platted roads that have not been developed and, at this point, the City has no plans to develop them—some of the roads are undevelopable. She went on to remind Councilors that the land for the roads is owned by Lane County, having been repossessed for non-payment of taxes by plat owners.

Ms. Forsythe noted that she requested the matter be placed on the agenda so that she could provide an update on the latest position of Lane County regarding these roads. She explained that Dunes City's City Administrator/Recorder has been corresponding with Lane County's Property Management Officer, Jeff Turk, in an attempt to resolve the land ownership issue but it does not appear that there is any interest on the part of the County to help Dunes City's citizens resolve the road issues.

Ms. Forsythe went on to explain that she and City Administrator/Recorder Mills, along with other people, have been working on alternative means to eliminate the platted roads, most of which do not actually physically exist, but are mapped.

City Administrator/Recorder Mills noted that when she prepared the agenda for this meeting, she was under the impression that the County Property Management Officer was going to try to address the matter with County Commissioners but that has not happened thus far. She also reminded Councilors that their recommendation last fall was to ask the County to give the roads to Dunes City as Local Access Roads and also to provide surveyed descriptions of them, but the County did not want to provide the surveys.

Mayor Ruede thanked Ms. Forsythe for the update.

8. NEW BUSINESS

A. Award Check To Winner of Triathlon Volunteer Competition

Mayor Ruede announced that she was very pleased to present the \$250 reward to the organization that brought the most volunteers to the 4th Annual Dunes City Triathlon, the Central Oregon Coast Amateur Radio Club of Florence. COCARC had fourteen of their members at the Triathlon.

Mr. John Pershing, president of the Club, and Ms. Renee Dickerson, the Club's Triathlon Volunteer Coordinator for the past three years, were on hand to accept the check presented by Mayor Ruede. Mayor Ruede thanked them, and the Club, for their continued support of Dunes City's event.

B. PACE Payment Systems Service Fee Proposal

Mayor Ruede referred Councilors to the "Pass Through Fees" section of the information provided to Councilors, noting that credit card issuers charge different fees for various transaction types. City Administrator/Recorder Mills explained that she felt comfortable with the PACE service because it is designed to work with Quickbooks, the accounting program Dunes City uses for bookkeeping, and designed for use by government entities. She went on to explain that the PACE service is the only one that does not cost the City, all of the fees are passed on.

There was some discussion about whether or not a contract with PACE was required. City Administrator/Recorder Mills explained that the provider is willing to offer a free trial so the City can evaluate whether or not the service is viable for Dunes City, and the length of the trial can be determined by the City Council. Mayor Ruede suggested signing up for a six month trial period, with a request to the provider to give the City monthly statements.

There was some discussion about how the system would be used. City Administrator/Recorder Mills explained that it would be for customers to pay for permits and other City fees, but not for online payments at this time. She went on to explain that Quickbooks is not set up to calculate percentages of fees that are collected by the City and distributed out to other entities, such as the School Excise Tax. The idea is to use it for in-person or telephone payments of flat fees and see how it works.

Councilor Mallen made a motion to authorize the City Administrator to enter into an agreement with PACE and make the necessary banking arrangements. Councilor Scarberry seconded the motion.

During discussion of the motion, Councilor Meyer asked if the motion should include stipulation that the agreement was for six months.

Councilor Mallen amended his motion to authorize the City Administrator to enter into a six month trial agreement with PACE and make necessary banking arrangements. Councilor Scarberry seconded the amended motion. The motion passed by unanimous vote.

C. Volunteer of the Year Nomination and Award

Mayor Ruede announced that a couple from Dunes City has been nominated this year: Norman and Judy Martin. She proceeded to read the nomination description aloud.

Norman and Judy Martin have consistently shown their loyalty to the citizenry of Dunes City over the many years they have resided in our little community. Both have served on the Planning Commission, on numerous committees, and Judy also served on the City Council for a time. Both have continually demonstrated an unwavering commitment to fairness and ethics in government. The dedication of this couple to making sure our citizens are treated fairly and in compliance with state, federal and local laws, rules and regulations has helped to make this City "A Nice Place to Live!"

Councilor Meyer made a motion to approve Norman and Judy Martin as Volunteer of the Year. Councilor Scarberry seconded the motion. The motion passed by unanimous vote.

Mayor Ruede congratulated Mr. and Mrs. Martin on their recognition and noted that Staff would notify them of the award and invite them to attend a Council meeting to receive their Volunteer of the Year plaque.

D. Resolution Series 2016, No. 9 (06/09/2016) – Extension of Workers’ Compensation Coverage to Volunteers of Dunes City

Mayor Ruede opened the agenda item for public comment at 7:21 pm and asked if there was anyone in the audience that would like to comment on the resolution, “A resolution extending workers’ compensation coverage to volunteers of Dunes City...” There were no comments from anyone present and Mayor Ruede closed the public comment period at 7:23 pm.

City Administrator/Recorder Mills explained that a similar resolution was adopted not long ago by the City Council. This version, she went on to explain, was necessary in order to amend it to reflect a fewer number of covered bodies, as prescribed by the adoption of Ordinance No. 235 in April that dissolved some committees and commissions.

Councilor Mallen made a motion to adopt Resolution Series 2016, No. 9 dated (06/09/2016), extending workers’ compensation coverage to volunteers of Dunes City. Councilor Scarberry seconded the motion. The motion passed with three votes in favor, none opposed or abstained. There were three absences from the meeting and no vacancies on the Council.

E. Little Woahink Drive Status

City Administrator/Recorder Mills explained that the agenda item was presented for informational purposes only at this time. She referred Councilors to a copy of a plat map and explained that the road highlighted on the map does not actually exist but lot number 104 was recently auctioned by the County for failure to pay taxes and the new owner wants to have access to the lot. She went on to say that the highlighted area of the proposed roadway is land owned by Dunes City via a deed conveying ownership, but the City is not required to develop the land into a road to provide access.

City Administrator/Recorder Mills further explained that the property owner's contractor suggested that the owner could apply to the City to develop the land as a driveway, rather than a roadway which requires much higher development standards. She went on to say that the City could approve the driveway request, if it occurs, provided there are certain conditions attached such as specifying that if the land was ever sold any new development would require that the driveway be brought up to road standards.

During discussion, Councilor Mallen suggested that the property owner should look at her deed to determine if there is deeded access to the land, or go back to her realtor to find out. He did not think that this was a City issue. City Administrator/Recorder Mills explained that she had already done that but is still receiving telephone calls from the owner. She noted that she is still working on finding an amicable solution.

9. PUBLIC HEARINGS

A. Resolution Series 2016, No. 8 (06/09/2016)

Mayor Ruede opened the agenda item by noting that the resolution was for adopting the City's 2016-2017 Fiscal Year Budget. She declared the agenda item open for public comment at 7:29 pm and asked if there was anyone present who wished to make comments. There were no comments from anyone present and Mayor Ruede closed the public comment period at 7:29:30.

Mayor Ruede requested a Staff Report. City Administrator/Recorder Mills explained that the Resolution to adopt the budget for 2016-2017 was on the agenda for discussion in the May meeting, but was not discussed because Council President Sanders had some concerns about where the \$40,000 funding for new line item Contracted Services in the Motel Fund came from. City Administrator/Recorder Mills allocated the \$40,000 from Unappropriated Ending Fund Balance, as discussed in Budget meetings, but Council President Sanders intended that the funding come from County Tourism/RTMP Marketing.

City Administrator/Recorder Mills pointed out that amending the budget to reflect Council President Sanders' intent would have no effect on the bottom line.

Councilor Mallen made a motion to adopt the change. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

Councilor Scarberry made a motion to adopt Resolution Series 2016, No. 8 dated 06/09/2016 as amended. Councilor Mallen seconded the motion. The motion passed with three votes in favor, none opposed or abstained. There were three absences from the meeting and no vacancies on the Council.

- B. Ordinance No. 233 – Amending Chapter 141, Erosion and Sediment Control, Adding New Provisions to Chapter 141 Referred to as Stormwater Management and Repealing Ordinance No. 193

Mayor Ruede announced, “A proposed ordinance requires two readings before it is enacted. City Charter Section 34(3) provides that both readings may be read by title only (a) if no Council member present at the meeting requests it be read in full or (b) if a copy of the ordinance is provided for each member and all requirements for posting and advertisement have been met.” She asked if all requirements for posting and advertisement had been met. City Administrator/Recorder Mills replied that they had.

Mayor Ruede asked if any Councilors desired the Ordinance be read in full. None did.

Councilor Scarberry made a motion to read Ordinance No. 233 by title only. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read aloud the title of the Ordinance, “Ordinance No. 233, an Ordinance amending Title XIV, entitled Water Quality Protection; amending Chapter 141 Erosion and Sediment Control; adding new provisions to Chapter 141 referred to as Stormwater Management, repealing Ordinance No. 193, and other matters properly relating thereto.”

Mayor Ruede opened the agenda item for public comment at 7:34 pm and asked if there was anyone present who wished to comment. No one present did and Mayor Ruede closed the public comment period at 7:34:30 pm. She went on to ask if any Councilors wished to delay further discussion. None did. She asked if Councilors had any amendments to the proposed ordinance. None did.

Councilor Meyer made a motion to read Ordinance No. 233 by title only for the second time. Councilor Scarberry seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read aloud the title of the Ordinance for the second time, “Ordinance No. 233, an Ordinance amending Title XIV, entitled Water Quality Protection; amending Chapter 141 Erosion and Sediment Control; adding new provisions to Chapter 141 referred to as Stormwater Management, repealing Ordinance No. 193, and other matters properly relating thereto.”

Councilor Scarberry made a motion to accept the wording of Ordinance No. 233 as presented and to adopt and pass Ordinance No. 233. Councilor Mallen seconded the motion. In a roll call vote, the motion passed with Councilors Scarberry, Meyer and Mallen voting in favor, there were no votes opposed and no one abstained. There were three absences from the meeting and no vacancies on the Council.

Mayor Ruede declared the Ordinance adopted.

C. Ordinance No. 236 – Amending Chapter 50 of the Dunes City Code of Ordinances Entitled “Solid Waste” Etc.

Mayor Ruede announced, “A proposed ordinance requires two readings before it is enacted. City Charter Section 34(3) provides that both readings may be read by title only (a) if no Council member present at the meeting requests it be read in full or (b) if a copy of the ordinance is provided for each member and all requirements for posting and advertisement have been met.” She asked if all requirements for posting and advertisement had been met. City Administrator/Recorder Mills replied that they had.

Mayor Ruede asked if any Councilors desired the Ordinance be read in full. None did.

Councilor Mallen made a motion to read Ordinance No. 236 by title only. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read aloud the title of the Ordinance, “Ordinance No. 236, an Ordinance to amend Chapter 50 within the Dunes City Code of Ordinances entitled Solid Waste; moving the provisions thereof to Title XII (Business Licenses), as new Chapter 121; renaming the provisions so as to be entitled Solid Waste Collection License; repealing Ordinance Nos. 88, 107 and 119, and repealing Resolution No. 7-9-87A; and other matters properly relating thereto.”

Mayor Ruede opened the agenda item for public comment at 7:40 pm and asked if there was anyone present who wished to comment.

Mayor Ruede recognized Mr. Dan Webb from Waste Connections who requested to provide comments on the proposed ordinance. Mr. Webb noted that he was not, in general, opposed to a fee increase but there were several areas of language in the proposed ordinance to which he objected. He proceeded to highlight those objections, referring to a letter dated June 8, 2016, that he submitted for the record.

Mr. Webb pointed out that the proposed license fee increase represented about a 500% increase, very high even calculated over the 30 years since the last increase. He went on to say that the license fees are intended to support such activities as education about waste reduction and recycling, and contamination clean up. The proposed language does not say that the fees should be applied to public works or intended for anything else.

Mr. Webb went on to note that the language in proposed Section 121.06 regarding transferability seemed confusing and perhaps that could be clarified. Referring to the draft language of Section 121.10A regarding initiation of service, Mr. Webb pointed out that his company services Dunes City once a week on Thursdays and if, as the language in the proposed ordinance suggests, new service must be provided within thirty-six hours of a customer's request, then his haulers might have to go off their regularly scheduled service days in order to comply, which would increase costs for fuel and labor. Mr. Webb noted that this language seemed restrictive and he would prefer that new service begin on the regularly scheduled service day following a new request for service.

Referring to regulation of recycling, Mr. Webb pointed out that single stream recovered material does not fall under the State's definition of Solid Waste and can not, therefore, be regulated. Mr. Webb went on to say that he wasn't opposed to uniform rates, Florence has them, but in Dunes City variable pricing allows for open competition and actually favors the end user.

Referring to the proposed language regarding rate regulation, Mr. Webb remarked that the language is too scant to be useful. He went on to say that if his company needed to bring in a consultant to analyze the language further, the cost of the consultant would be more than could be passed on to the rate payer. He suggested deleting the language.

Mr. Webb concluded his remarks by saying that despite his objections to the proposed language, he values Dunes City's business and is agreeable to some license fee increase. He offered to be available to discuss Councilor's questions after the meeting, if necessary.

Mayor Ruede thanked Mr. Webb for his comments and recognized Mr. David Twombly of Central Coast Disposal. Mr. Twombly remarked that he generally agreed with Mr. Webb's comments, and the proposed license fee seemed reasonable. He went on to say that he also was concerned about the proposed language requiring new service initiation within thirty-six hours of request. He noted that he would be willing to comply with the requirement, if he could be compensated for having to take a hauler off route and schedule, but the cost would likely be too expensive for most customers, and he would prefer that new service begin on the next regularly scheduled service day.

Regarding notices of rate increases, Mr. Twombly pointed out that customers are usually notified at least thirty days prior to an increase and he questioned why City Hall would need to be notified. He went on to say that he would provide the City with notification, but it was an additional step and cost for his staff's time.

Mayor Ruede thanked Mr. Twombly for taking time to attend the meeting and comment. City Administrator/Recorder Mills pointed out that the language in the proposed ordinance was exactly the same law as has always been on the books. She went on to clarify the language relating to requests for services, noting that, "A person requesting regularly scheduled service shall receive the service beginning not later than the first regularly scheduled trip after thirty-six hours from receipt of the request..." which means that the company has thirty-six hours to add the new customer to the service schedule, but the company is

not required to provide the actual service within thirty-six hours. She went on to point out that when a person requests special service to be provided within forty-eight hours of the request, the company should be compensated for the special service and she would consider rewriting the ordinance language to reflect that.

City Administrator/Recorder Mills pointed out that the proposed license fee of \$2,500 was based on cost-of-living increases over the last twenty-five or so years. During discussion, it was generally agreed that the language regarding initial and subsequent annual fees could be clarified.

Mayor Ruede closed the public comment period at 7:50 pm. City Administrator/Recorder Mills requested and was granted the Council's permission to work with Messrs. Webb and Twombly to revise the language in the draft ordinance and then bring the revised version back during the July Council meeting.

Councilor Meyer made a motion to table further discussion of the matter until the next regularly scheduled meeting. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

Mayor Ruede called for a break in the meeting at 7:51 pm and reconvened at 7:57 pm.

D. Ordinance No. 238 – Amending Chapter 36 of the Dunes City Code of Ordinances Entitled “Code Enforcement” Etc.

Mayor Ruede announced, “A proposed ordinance requires two readings before it is enacted. City Charter Section 34(3) provides that both readings may be read by title only (a) if no Council member present at the meeting requests it be read in full or (b) if a copy of the ordinance is provided for each member and all requirements for posting and advertisement have been met.” She asked if all requirements for posting and advertisement had been met. City Administrator/Recorder Mills replied that they had.

Mayor Ruede asked if any Councilors desired the Ordinance be read in full. None did.

Councilor Scarberry made a motion to read Ordinance No. 238 by title only. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read aloud the title of the Ordinance, “Ordinance No. 238, an ordinance amending Chapter 36 of the Dunes City Code of Ordinances; adding a new Section addressing appeals of decisions made by the City Code Enforcement Officer; amending Section 36.110 to add clarifying language; amending Section 36.090(E) to add clarifying language; and amending Section 36.090(G) to add a specific interest rate; repealing Ordinance Nos. 219 and 232; and other matters properly relating thereto.”

Mayor Ruede opened the agenda item for public comment at 8:00 pm and asked if there was anyone present who wished to comment. There was no one present who did and Mayor Ruede closed the public comment period at 8:01 pm.

Mayor Ruede asked Councilors if any of them wished to continue the matter until the next meeting to allow more time for consideration. None did.

City Administrator/Recorder Mills provided the Staff Report. She began by reminding Councilors that Staff has been working on perfecting Chapter 36 (Code Enforcement) so that the City's Code Enforcement Officer can perform more services without first having to go to the Court for permissions. She went on to note that the City would still need to go to Court for things like entering a property without the permission of the property owner or for serving notices to individuals. She went on to explain that she has been working with the City Attorney to craft appropriate language in Chapter 36.

City Administrator/Recorder Mills explained that new language includes provisions for a process for appealing the Code Enforcement Officer's decision to the City Council, and also provides a set interest rate of nine percent on liens levied by the City, the rate allowed by the State.

Councilor Meyer made a motion to read the title only of Ordinance No. 238 for the second time. Councilor Scarberry seconded the motion. The motion passed by unanimous vote.

Mayor Ruede read aloud the title of the Ordinance for the second time, "Ordinance No. 238, an ordinance amending Chapter 36 of the Dunes City Code of Ordinances; adding a new Section addressing appeals of decisions made by the City Code Enforcement Officer; amending Section 36.110 to add clarifying language; amending Section 36.090(E) to add clarifying language; and amending Section 36.090(G) to add a specific interest rate; repealing Ordinance Nos. 219 and 232; and other matters properly relating thereto."

Councilor Scarberry made a motion to accept the wording of Ordinance No. 238 as presented and to adopt and pass Ordinance No. 238. Councilor Mallen seconded the motion. In a roll call vote, the motion passed with Councilors Meyer, Scarberry and Mallen voting in favor, there were no votes opposed and no one abstained. There were three absences from the meeting and no vacancies on the Council.

Mayor Ruede declared the Ordinance passed by unanimous vote.

10. UNFINISHED/OLD BUSINESS

- A. Resolution Series 2016, No. 10 (06/09/2016) To Refer To Voters of the City of Dunes City a Tax on Retail Sales of Recreational Marijuana in the City of Dunes City and Adopting a Ballot Title and Explanatory Statement

Councilor Scarberry suggested that since the full Council was not present, discussion and vote on the proposed resolution could be tabled until the July meeting. There were no objections and City Administrator/Recorder Mills noted that there was still ample time to discuss and still meet the deadline for submitting the resolution to the County Clerk.

Councilor Scarberry made a motion to table discussion of Resolution Series 2016, No. 10 until the next regularly scheduled meeting of the City Council. Councilor Mallen seconded the motion.

For clarification, Mayor Ruede read aloud the title of the proposed resolution, “A resolution calling an election on November 8, 2016, to refer to the voters of the City of Dunes City, Oregon, a tax on retail sales of recreational marijuana in the City of Dunes City and adopting a ballot title and explanatory statement.”

The motion passed by unanimous vote.

B. Vacation of Undeveloped Roadway Easement Between Clear Lake Road and Darlings Loop and North Pioneer and Dorothy Lane

Mayor Ruede referred Councilors to a map included in their meeting packets illustrating the location of the undeveloped easement. City Administrator/Recorder Mills explained that she has been working (along with others) on a plan to resolve issues of this, and other, undeveloped roadways. The plan would require cooperation of all of the property owners of land within the platted Tsiltcoos Lake Club map. She explained that the land for the undeveloped roads on the plat map belongs to the property owners and, further, the plat map can be amended by the property owners within the plat, if they agree to do so. In this case, if the property owners agree to the idea of vacating the undeveloped roads, they would file a plat amendment in circuit court to vacate the roadways. She went on to explain that the City could then ask for an easement for utility purposes (for possible future use) but the land for the undeveloped roadways would belong to the adjoining property owners, who could develop them.

City Administrator/Recorder Mills pointed out that neither the County nor the City need to take any further action to move this process forward. She went on to note that all of the property owners would have to agree to the plat amendment.

C. Comprehensive Plan Review and Amendment

Mayor Ruede reminded Councilors that this subject was touched upon during the May meeting during which it was agreed to table discussions until June.

Councilor Mallen suggested moving forward on amendments to the Comprehensive Plan’s septic program policy but further suggested that the full Council should be present to discuss the matter. Mayor Ruede pointed out that the Council can make suggestions for changes to the Plan, but the changes must be adopted via a process which involves the Planning Commission, a CAC and public hearings.

City Administrator/Recorder Mills clarified the process by explaining that the Council would provide guidance to Staff to draft new language, then refer the proposed language

to the Planning Commission with instructions to appoint a CAC to review the proposed language and make its recommendations. The Planning Commission would then hold public hearings about the proposed changes and then the Planning Commission would make its recommendations to the City Council. The City Council would hold its own public hearings on the recommended changes. Mayor Ruede noted that the process for amending a Comprehensive Plan must follow specific State statutes.

City Administrator/Recorder Mills reminded Councilors that the Council has discussed updating the Plan, has made some suggestions for updates to outdated language, and has had the updates on its set of Goals for two or three years. She went on to note that any guidance the Council provides to Staff should include whether changes should be made to one section or should also include updates previously discussed.

During discussion, Councilor Mallen noted that Council President Sanders seemed to have a good handle on the process and went on to say that he should be involved in further discussions prior to the Council providing guidance to Staff.

Councilor Meyer made a motion to table further discussion until the July meeting. Councilor Scarberry seconded the motion. The motion passed by unanimous vote.

11. REPORTS

Mayor's Report: Mayor Ruede reported that City Staff participated in the local Cascadia Rising drill that took place on June 8. The drill was very informative.

Community Center Report: On behalf of Councilor Wells, Mayor Ruede reported that the front of City Hall is in the process of being repaired and resided.

Site Review Report: On behalf of Councilor Platt, City Administrator/Recorder Mills reported that there was no activity.

Water Quality Report: Councilor Meyer reported that the water test results were good and the May report was included in the Councilors' meeting packets.

Public Works Maintenance Supervisor Report: Mr. Richard Palmer reported that the "Use of Park Facilities Is at Your Own Risk" signs were installed at Byrd Park, Petersdorf Park and Overlook Park, catch basins on Huckleberry Lane, Fir Lane and Alder Drive have been cleaned, and most of the logs blocking Woahink Creek near Richard Anderson's property have been removed. His complete report was included in the Councilors' meeting packets.

Emergency Services Report: City Administrator/Recorder Mills reported that she attended the May WLEOG meeting, the minutes are included in the Councilors' meeting packets as is her full report on the meeting. She went on to report that the Cascadia Rising drill event raised her awareness of many shortcomings at City Hall in the event of a major disaster. One of the most

important, she noted, is that residents need to be prepared with their own emergency, food, water, personal supplies and temporary shelter, and be able to bring those things with them to the evacuation site at City Hall—City Hall will not be able to provide those for residents.

City Administrator/Recorder/Planning/Staff Report: City Administrator/Recorder Mills reported that the repair work on the front of City Hall revealed more mold and water damage than was expected but, luckily, the framing did not have to be replaced. She noted that the new siding product is Hardiplank, which is water proof, a fire retardant and will last a long time. She also reported, six building permits were issued in May but permitting is picking up, election packets are available at City Hall, the Planning Commission is continuing its review of Chapter 155 and has discussed adding land use language for marijuana facilities to City Code, the generator and propane tank installation was inspected but may require additional work to meet the standards required for an evacuation facility, a letter about property owners who have not enrolled in the Dunes City Shared Domestic Water Supply Program has been sent to the State Watermaster, septic maintenance compliance letters continue to go out, the City vehicle has been returned and is ready for use, the draft of a revised Personnel and Policy Handbook is being reviewed by Staff and will be ready for Council review soon, the Transportation and Growth Management grant application has been submitted with support letters from FEMA, Lane County, Travel Oregon, and Darlings Marina and RV Resort.

12. FOR THE GOOD OF THE ORDER

City Administrator/Recorder Mills reported that the City's auditor is gearing up for the annual audit of Dunes City's financials and is recommending they perform a compilation audit this year, which involves randomly selecting individual transactions, tracking them and reporting on the process. Mayor Ruede noted that this year's budget allocated funding for a full audit and asked that the subject be on the agenda for discussion and vote during the July Council meeting.

Councilor Scarberry reported that a neighbor had called him to report a deer had been hit by a car and left to die in a ditch. The neighbor wanted to know who he could call to report the injured deer. Councilor Scarberry explained that he raised the subject because it is against the law for private citizens to dispatch an injured animal and he intends to write to Senator Roblan and Representative McKeown to see if there is anything that can be done because, with the overpopulation of deer in Dunes City, this is a fairly common occurrence and citizens should legally be able to put an animal out of its misery.

Mayor Ruede reminded everyone that some Councilors are running for re-election and she is running for re-election as Mayor. She encouraged everyone to get out and vote.

13. ADJOURNMENT

Mayor Ruede requested a motion for adjournment. Councilor Scarberry made the motion to adjourn. Councilor Mallen seconded the motion. There was no vote taken.

Mayor Ruede adjourned the meeting at 8:34 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 14th DAY OF JULY 2016.

[Signed copy available at City Hall]

Rebecca Ruede, Mayor

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Recorder