Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, April 7, 2016
6:00 p.m.

I. Call to Order

A. Roll call
B. Pledge of Allegiance
C. Announcements by Presiding Officer

1. This meeting is being digitally recorded.
2. The next meeting of the Planning Commission will be April 14 at 6:30 p.m. in the Council Chamber.
3. The next regular meeting of the City Council will be April 21 at 6:00 p.m. in the Council Chamber.

II. Public Hearing

None

III. Public Comment

The public may comment on agenda items as they come up for discussion, but before deliberation by the Council.

IV. Presentation

None

V. Consent Calendar

A. Regular Meeting Minutes of March 17, 2016 (pg. 3-5)

VI. Written Communications

None

VII. Staff Reports

A. Jackson County Deputy Sheriff Report

B. Bills Paid Report, March 18, 2016 – March 31, 2016, $4,279.29 (pg. 6)

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (541) 878-2225. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

VIII. Unfinished Business

A. Riparian Ordinance Discussion

IX. New Business

A. Water Fund Discussion

B. Public Works Discussion

C. Resolution 16-08 – Capital Improvement Plan (pg. 7-14)

X. Public Comment on Non-Agenda Items

Public must state name and address and standing to discuss issue. Issues must have city-wide impact and not be personal issues.

XI. Council Comments

XII. Adjournment

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (541) 878-2225. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, March 17, 2016

CALL TO ORDER

Mayor Anderson called the Regular City Council Meeting to order at 6:00 p.m. in the City Council Chamber.

Council Present: Mayor Anderson, Councilor Ulrich, Councilor Burgess. Councilor Mitchell and Councilor Sanderson absent

Staff Present: Aaron Prunty, City Administrator; Bonnie Pickett, Administrative Assistant

ANNOUNCEMENTS

The Mayor led the audience in the Pledge of Allegiance and made the announcements on the agenda.

CONSENT CALENDAR

Regular Meeting Minutes of March 3, 2016

Motion to Approve the Consent Calendar
Motion: Councilor Burgess Second: Councilor Ulrich
All ayes. Motion carried 3-0

STAFF REPORTS

The City Administrator advised the budget is on track. He mentioned that the Operations and Maintenance fund is high due to the medical marijuana business license refund.

The City Administrator met with ODOT regarding possible locations of the banner poles for the banner that will cross the highway. The tentative location will be south of Miguel's restaurant.

NEW BUSINESS

A. Wastewater Treatment Plant Proposals

The Council discussed the proposal received from the engineering companies. There were some questions that were directed to the Civil West Engineering firm present at the meeting.

Motion to Authorize the City Administrator to Enter into a Professional Services Contract with Civil West Engineering Services to Complete an Assessment of the Shady Cove Wastewater Treatment Plant
Motion: Councilor Ulrich Second: Mayor Anderson
All ayes. Motion carried 3-0

B. Budget Committee Appointments

Motion to Appoint Ed Mayer to Serve on the City of Shady Cove Budget Committee, Term Expiring 01/31/2017
Motion: Councilor Ulrich Second: Councilor Burgess
All ayes. Motion carried 3-0

Motion to Appoint Dick McGregor to Serve on the City of Shady Cove Budget Committee, Term Expiring 01/31/2018
Motion: Councilor Burgess Second: Councilor Ulrich
All ayes. Motion carried 3-0

C. Handling OLCC Liquor Permits

The Council directed staff to authorize OLCC liquor license permits without council review due to the time sensitivity involved with special event requests. The Council will continue to review the annual OLCC renewals for the local businesses.

Motion to Authorize the City Administrator to Approve or Deny OLCC Liquor License Permits
Motion: Councilor Burgess Second: Councilor Ulrich
All ayes. Motion carried 3-0

COUNCIL COMMENTS

Councilor Ulrich advised there is a need for a replacement for himself with RVACT.

Councilor Burgess has been working with the Chamber of Commerce and the City to have better communication. He also mentioned that he would like to see improvement in the commercial building in Shady Cove.

Mayor Anderson advised during the April 7 meeting, a draft of the riparian ordinance will be presented. Also the Mayor mentioned that he has been working with the City Administrator to ensure financial resources are available to guarantee the proper size water pipe is placed to be able to handle fire hydrants. He mentioned that Zack from Hiland Water will be giving a presenting during a study session to the Council on April 21.

ADJOURNMENT

There being no further business before the council, the Mayor adjourned the regular meeting at 6:52 p.m.

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Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson	_____
Councilor Ulrich	_____
Councilor Sanderson	_____
Councilor Burgess	_____
Councilor Mitchell	_____

Date	Check	Payee	Description	Amount
03/25/2016	42469	Postmaster	Sewer Billing	318.90
03/31/2016	42470	Avista Corporation	Natural Gas	111.12
03/31/2016	42471	CenturyLink LD	Long Distance charges 320416598	37.84
03/31/2016	42472	CenturyLink Svc.	Phone Services 314013549	713.19
03/31/2016	42473	Crystal Fresh	Bottled Water	33.00
03/31/2016	42474	David Christian	Radio Programming, 6 hrs.	165.00
03/31/2016	42475	Jessie Bridgham	Professional Services	225.00
03/31/2016	42476	KAS & Associates, Inc.	Private Project Review	142.02
03/31/2016	42477	Pacific Power	street Lights 32847641-002	1,341.97
03/31/2016	42478	Pitney Bowes Purchase Power	Postage Refill	402.50
03/31/2016	42479	Randy's Plumbing, Inc.	Aunt Caroline's Park	592.50
03/31/2016	42480	Southern Oregon Sanitation	aunt Caroline's Park 088094	98.50
03/31/2016	42481	Upper Rogue Independent	Notice - Public Hearing	97.75
Grand Totals:				4,279.29

City Council Agenda Item Summary
City of Shady Cove, Oregon

Meeting Date: April 7, 2016

Prepared By: Bonnie Pickett, Administrative Assistant

Issue/Agenda Title: Capital Improvement Plans for Transportation, Storm Water, Wastewater and Parks SDC

Attachments: Capital Improvement Plans, Table 1-1 Local Street Network and CAP-2 Storm Drainage Study & Master Plan

Issue Before the Council: The Council performs an annual review of Capital Improvement Plans (CIP), for Transportation, Storm Water, Wastewater and Parks.

Other Alternatives Considered: Council could choose not to approve the CIP

Fiscal Impact: An Updated CIP is necessary for annual budgeting purposes.

Goals/Polices: City of Shady Cove Policy Statement - Budget and spend prudently to maintain a financially sound government. Implement recalculated SDC's which are fair and competitive.

Staff Recommendation: Staff recommends the Council review CIP Annually to ensure the City maintains a fiscally sound budget.

Proposed Motion:
I MOVE TO ADOPT RESOLUTION 16-08, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON ADOPTING THE CAPITAL IMPROVEMENT PLANS FOR TRANSPORTATION, STORM WATER, WASTEWATER AND PARKS SYSTEM DEVELOPMENT CHARGES.

City of Shady Cove

Resolution 16-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON ADOPTING THE CAPITAL IMPROVEMENT PLANS FOR TRANSPORTATION, STORM WATER, WASTEWATER AND PARKS SYSTEM DEVELOPMENT CHARGES

Whereas, the City Council of the City of Shady Cove performs an annual review of the Capital Improvement Plans (CIP), for Transportation, Storm Water, Wastewater and Parks; and,

Whereas, the CIP represents a listing of projects which are used to develop cost estimates to support System Development Charges to pay for infrastructure capital improvements; and,

Whereas, the attached CIPs, Table 1-1 of the Local Street network Plan and Table CAP-2 of the Storm Drainage Study and Master Plan have been reviewed and determined to accurately reflect projects for the planning period.

THE CITY COUNCIL RESOLVES AS FOLLOWS:

The City Council of the City of Shady Cove adopts the attached Capital Improvement Plans for Transportation, Storm Water, Wastewater and Parks.

Effective Date: April 7, 2016

Adopted by the City Council of the City of Shady Cove this 7th day of April 2016.

Approved:

Tom Anderson
Mayor

Attest:

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson	_____
Councilor Ulrich	_____
Councilor Sanderson	_____
Councilor Burgess	_____
Councilor Mitchell	_____

CAPITAL IMPROVEMENT PLAN
Attachment to Resolution 16-08
Effective April 7, 2016

Wastewater

Project Description	Project Cost	Growth Portion	SDC Eligible
~~1. Aeration Blower Upgrade~~	~~$200,000.00~~	~~60%~~	~~$120,000.00~~
2. I&I Study and Manhole Rehab	$32,000.00	100%	$32,000.00
3. Pump Station #6 Upgrade	$87,000.00	100%	$87,000.00
4. Pump Station #4 Rehab and Inflow Pipe Re-Route	$96,000.00	50%	$48,000.00
5. Solid Handling Improvements	$20,000.00	100%	$20,000.00
6. Pump Station #4 Backup Generator and Site Improvements	$48,000.00	100%	$48,000.00
Total	$483,000.00		$355,000.00

Strikethrough are completed projects
* (Asterisk) denotes project added

CAPITAL IMPROVEMENT PLAN
Attachment to Resolution 16-08
Effective April 7, 2016

Transportation

Project Description	Project Cost	Growth Portion	SDC Eligible
1. Hwy 62 TE Project	$225,000.00	100%	$225,000.00
2. Erickson Ave. & Cleveland St.	$601,200.00	50%	$300,600.00
3. Hudspeth Ln. Upgrade	$328,320.00	50%	$164,160.00
4. Sowell to Kinsworthy	$169,000.00	50%	$84,500.00
5. Alder	$66,547.00	75%	$49,910.25
Total	$1,390,067.00		$824,170.25

Gravel Street Improvement – Double Chip Seal

Project Description	Project Cost	Growth Portion	SDC Eligible
~~Erickson Avenue~~	~~$26,679.00~~	~~20%~~	~~$5,335.80~~
Castaline Place	$8,224.00	20%	$1,644.80
Alicki Lane	$11,481.00	20%	$2,296.20
~~Kinworthy Drive~~	~~$8,328.00~~	~~20%~~	~~$1,665.60~~
~~Sowell Drive~~	~~$15,795.00~~	~~20%~~	~~$3,159.00~~
Park Drive	$24,325.00	20%	$4,865.00
Maple Street	$11,663.00	20%	$2,332.60
Brophy Way	$8,820.00	20%	$1,764.00
River View Circle	$19,108.00	20%	$3,821.60
Mason Lane	$20,239.00	20%	$4,047.80
Chandra Lane	$7,719.00	20%	$1,543.80
Cora Drive	$6,594.00	20%	$1,318.80
Hall Avenue	$7,511.00	20%	$1,502.20
Braughton Way	$8,453.00	20%	$1,690.60
Bond Road	$32,625.00	20%	$6,525.00
Hudspeth Lane	$33,039.00	20%	$6,607.80
Rogue Air Drive	$39,596.00	20%	$7,919.20
Total	$290,199.00	20%	$58,039.80

Strikethrough are completed projects
* (Asterisk) denotes project added

CAPITAL IMPROVEMENT PLAN
Attachment to Resolution 16-08
Effective April 7, 2016

Storm Water

Project Description	Project Cost	Growth Portion	SDC Eligible
1. Erickson Ave & Cleveland St.	$400,800.00	50%	$200,400.00
2. Hudspeth Ln. Upgrade	$218,880.00	50%	$109,440.00
~~3. Terrace Pl. to Cleveland~~	~~$20,000.00~~	~~75%~~	~~$15,000.00~~
~~4. Chevney Extension~~	~~$20,000.00~~	~~100%~~	~~$20,000.00~~
5. Sowell to Kinworthy	$61,320.00	75%	$45,990.00
6. Alder	$15,600.00	75%	$11,700.00
7. Kinworthy, Cleveland, Detention Pond*	$80,000.00*	100%*	$80,000.00*
Total	$816,600.00		$482,530.00

Strikethrough are completed projects
* (Asterisk) denotes project added

CAPITAL IMPROVEMENT PLAN
Attachment to Resolution 16-08
Effective April 7, 2016

Parks

Project Description	Project Cost	Growth Portion	SDC Eligible
1. Land Purchase & Development.	$600,000.00	100%	$600,000.00
2. Aunt Caroline's Park Development	$120,000.00	100%	$120,000.00
Total	$720,000.00		$720,000.00

Strikethrough are completed projects
* (Asterisk) denotes project added

Table 1-1 Street Improvement Project Priority

Short Range: 0-10 years A. Project 9 - Connect Rogue River Drive and Chaparral Alternative Project 10 ($133,000) B. Rogue River Drive to Sawyer Road ($2,653,242) B1. Provide right-turn lane at intersection with Highway 62. C. Rogue River Drive from Sawyer Road to Walnut Lane ($1,153,910) D. Rogue River Drive from Walnut Lane to Bond Road ($1,235,715)
Medium Range: 10-20 years 1. Cleveland Street Extension ($544,000) 2. Chevney Drive Extension ($442,000) 3. Kathleen Terrace Extension (501,000) 4. New road on School District property -public project ($1,189,000) 5. Schoolhouse Lane extension ($1,001,000) 6. New road – Schoolhouse to Mallory ($255,000) 7. New road – Mallory to Williams - public project ($177,000) 8. Oak Ridge Drive ($209,000) 12. New Road – Schoolhouse extension to Sawyer ($1,434,000) 16. Local street grid west of Rogue Air (1,882,000)
Long Range (More than 20 years) 11. New road- Schoolhouse Extension to Mason ($1,813,000) 13. New road – Sawyer to Rogue Air ($729,000) 14. New road – End of Mason to Rogue Air ($356,000) 15. Walnut Lane extension to Sawyer ($966,000) 17. Local street connection – Bond to Rogue River Drive ($783,000) 18. New road between Bond Road and Rene Drive ($1,276,000) 19. Bond Road extension across Rogue River ($17,471,000) 20. Improve Bond Road to collector status ($826,000)

Table CAP-2
CITY OF SHADY COVE
CAPITAL IMPROVEMENT PROGRAM

PROJECT	PROJECTED										
	1999/2000	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	TOTAL
	1	2	3	4	5	6	7	8	9	10	
1500' Line on Maple Dr. Hwy 62 to River	$ 90,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$90,000
Train Lane, grade ditch	2,700	0	0	0	0	0	0	0	0		$2,700
Train Lane, curb, gutter and storm drain	0	0	0	108,000	0	0	0	0	0		$108,000
Cora Drive, curb and gutter	0	0	0	8,100	0	0	0	0	0		$8,100
Sarma Drive, 150' east of Hudspeth to Jane Drive	0	0	0	0	54,000	0	0	0	0	0	$54,000
Hudspeth Lane, Sarma to Valley View	0	0	0	0	0	16,200	0	0	0		$16,200
Hudspeth Lane, Valley View to Kathleen	0	0	0	0	0	16,200	0	0	0		$16,200
Cleveland Creek, diversion and channel	0	0	20,250	0	0	0	0	0	0		$20,250
Cleveland Creek, sod channel	0	0	13,500	0	0	0	0	0	0		$13,500
Cleveland Street, Highway 62 to Whispering Pines	0	0	87,750	0	0	0	0	0	0	0	$87,750
Schoolhouse Lane, Highway 62 to Flower	0	0	0	0	0	0	74,250	0	0	0	$74,250
Mallory Lane, Highway 62 to Flower	0	0	0	0	0	0	0	67,500	0	0	$67,500
Shady Lane, Shady Cove Trailer Park to Rogue River Dr.	0	175,500	0	0	0	0	0	0	0		$175,500
Crater Lake Highway, clear outfall	2,700	0	0	0	0	0	0	0	0	0	$2,700
Rogue River Drive, Mason Creek 72" culvert	0	0	27,000	0	0	0	0	0	0		$27,000
Rogue River Drive, Orchard Glade 18" culvert	0	0	8,100	0	0	0	0	0	0		$8,100
Rogue River Drive, Daryl (Long Branch) 15" culvert	8,100	0	0	0	0	0	0	0	0		$8,100
Rene Drive, curb, gutter and culverts	0	0	0	0	0	0	0	0	40,500	40,500	$81,000
Unused	0	0	0	0	0	0	0	0	0	0	$0
Total CIP	$103,500	$175,500	$156,600	$116,100	$54,000	$32,400	$74,250	$67,500	$40,500	$40,500	$770,850

Table CAP-3
CITY OF SHADY COVE
CAPITAL IMPROVEMENT PROGRAM (Adjusted for Inflation @ 4%/year)

PROJECT	PROJECTED										TOTAL
	1999/2000	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	
	1	2	3	4	5	6	7	8	9	10	
1500' Line on Maple Dr. Hwy 62 to River	93,600	-	-	-	-	-	-	-	-	-	$93,600
Train Lane, grade ditch	2,808	-	-	-	-	-	-	-	-	-	$2,808
Train Lane, curb, gutter and storm drain	-	-	-	125,280	-	-	-	-	-	-	$125,280
Cora Drive, curb and gutter	-	-	-	9,396	-	-	-	-	-	-	$9,396
Sarma Drive, 150' east of Hudspeth to Jane Drive	-	-	-	-	64,800	-	-	-	-	-	$64,800
Hudspeth Lane, Sarma to Valley View	-	-	-	-	-	20,088	-	-	-	-	$20,088
Hudspeth Lane, Valley View to Kathleen	-	-	-	-	-	20,088	-	-	-	-	$20,088
Cleveland Creek, diversion and channel	-	-	22,680	-	-	-	-	-	-	-	$22,680
Cleveland Creek, sod channel	-	-	15,120	-	-	-	-	-	-	-	$15,120
Cleveland Street, Highway 62 to Whispering Pines	-	-	98,280	-	-	-	-	-	-	-	$98,280
Schoolhouse Lane, Highway 62 to Flower	-	-	-	-	-	-	95,040	-	-	-	$95,040
Mallory Lane, Highway 62 to Flower	-	-	-	-	-	-	-	89,100	-	-	$89,100
Shady Lane, Shady Cove Trailer Park - Rogue River Dr.	-	189,540	-	-	-	-	-	-	-	-	$189,540
Crater Lake Highway, clear outfall	2,808	-	-	-	-	-	-	-	-	-	$2,808
Rogue River Drive, Mason Creek 72" culvert	-	-	30,240	-	-	-	-	-	-	-	$30,240
Rogue River Drive, Orchard Glade 18" culvert	-	-	9,072	-	-	-	-	-	-	-	$9,072
Rogue River Drive, Daryl (Long Branch) 15" culvert	8,424	-	-	-	-	-	-	-	-	-	$8,424
Rene Drive, curb, gutter and culverts	-	-	-	-	-	-	-	-	55,080	56,700	$111,780
Unused	-	-	-	-	-	-	-	-	-	-	$0
Total CIP	$107,640	$189,540	$175,392	$134,676	$64,800	$40,176	$95,040	$89,100	$55,080	$56,700	$1,008,144