



MINUTES

Coburg City Council

Regular Session

December 9, 2008 - 7:00 P.M.

Coburg City Hall

91069 North Willamette - Coburg

COUNCILORS PRESENT: Mayor Judy Volta; Jerry Behney, John Fox, Bill Judd, Brian Pech, John Thiel, Mike Watson

COUNCILORS ABSENT: None

STAFF PRESENT: Don Schuessler, Jack Detweiler, Sammy Egbert, Jerry Elliott, Craig Gibons, Jack Harris, Jeannine Lavers, Milo Mecham, Petra Schuetz

RECORDED BY: Dan Lindstrom

I. CALL TO ORDER

Mayor Judy Volta called the meeting of the Coburg City Council to order at 7:10 p.m.

Councilors joined in the Pledge of Allegiance.

Minutes Recorder Dan Lindstrom called the roll and stated that a quorum was present.

II. CITIZEN TESTIMONY

Larry Reed, 4763 Village Plaza Loop, Suite 201, Eugene, stated that he was a Transportation Planner from JRH Engineers representing Truck 'n Travel and the Anderson family. He said he supported the Coburg staff recommendation to include a sidewalk on the east side of South Industrial Way as part of the I-5 Coburg Interchange improvements to be constructed by the Oregon Department of Transportation (ODOT). He said it would be appropriate that affected property owners should be allowed to comment on such improvements before they were approved.

Mike Reader, no address provided, stated that he also represented the Anderson family in the matter of the ODOT improvements on the Coburg Interchange. He said he believed the plan being considered should not be approved until it had received a public hearing. He said he had not been able to discuss the issues involved with ODOT representatives and that it was important to "make it right the first time." He requested that the City Council take action to delay action on approving the plan until further public input was received.

III. AGENDA CHANGES

City Administrator Don Schuessler referred to a document entitled "Changes to the Agenda" and read a series of nine proposed amendments to the order of the meeting.

Mayor Volta determined there were no objections to the proposed changes and the Agenda was amended.

IV. COMMENTS OF THE MAYOR

Mayor Volta reviewed holiday events held in Coburg the previous weekend and expressed appreciation to citizens who participated in and planned the activities.

V. DEPARTMENT REPORTS

A. Budget Committee

Mayor Volta stated that the Council was to consider applicants for positions on the Budget Committee.

Councilors interviewed Terry Dawson and Linda Egbert about their interest in serving and experience in matters of finance.

Councilor Mike Watson moved, seconded by Councilor Brian Pech, to appoint Terry Dawson and Linda Egbert as members of the Coburg Budget effective at its next meeting. The motion was adopted unanimously, 6:0.

Mayor Volta explained that the recommendation of the Budget Committee to amend the current budget would be considered at the time of the Finance Department Report.

B. Municipal Court

Mayor Volta noted that a written Municipal Court report and a copy of a letter of thanks for the service of interim Municipal Judge Virgil James Wilson had been received. She also noted that replacement Judge Joe Joseph would be sworn in on January 6.

C. Planning

Planning Director Petra Schuetz introduced a video presentation on water resources.

Ms. Schuetz referred to her monthly written report.

Ms. Schuetz referred to Agenda support material entitled "I-5 Coburg Interchange Construction Update Design Options #2." She reviewed changes made to previously considered designs that incorporated sidewalks on east and west sides of realigned Roberts Road.

Councilors discussed the Updated Design Option.

Councilor Pech moved, seconded by Councilor John Fox, to direct staff to inform the Oregon Department of Transportation that the City Council favors Option #2 of the Coburg Interchange Construction Update Design Concept. The motion was adopted unanimously, 6:0.

Councilor Bill Judd moved, seconded by Councilor Fox, to provide for a public hearing process for the engineered design of the realigned Roberts Road. The motion was adopted unanimously, 6:0.

Ms. Schuetz commented that Lane County would be required to provide its own public hearing process for the portion of the realigned Roberts Road that was within its jurisdiction.

Ms. Schuetz refers to Agenda support material entitled "Urbanization Study – Task 4" and notes information it provides regarding regulatory requirements and other information about an Economic Opportunities Analysis.

Councilor Judd moved, seconded by Councilor Fox, to appoint an Urbanization Study Technical Advisory Committee, as follows:

**Mike Watson – Coburg City Councilor
Cathy Engebretson – Coburg Planning Commissioner
Ed Moore – Oregon Department of Land Conservation and Development
Stephanie Schulz – Lane County Land Use Division
Jack Harris – Coburg Public Works Staff
Roxanne Emmons – Coburg Chamber of Commerce
Petra Schuetz – Project Manager
LCOG Staff (as needed per task)**

The motion was adopted unanimously, 6:0.

Councilor Fox moved, seconded by Councilor Judd, to include in the 2009 Study all of the areas included in the 2004 Study, plus any natural areas to the south of its sections one and eight to be described later. The motion was adopted, 4:2, with Councilors Watson and Thiel voting no.

An introduction to the Oregon Economic Opportunities Analysis process was conducted. Its use as a forecasting and analyzing tool was explained and how its baseline local figures were developed reviewed. How they would be used in the Coburg Urbanization Study was explained.

Ms. Schuetz referred to Agenda support material entitled "I-5 Coburg Loop Update" and "I-5 Coburg Interchange Area Management Plan (IAMP) Draft" and reviewed information they contained.

D. Wastewater Project

Wastewater Project Manager Craig Gibbons referred to his Monthly Update distributed with the Agenda.

Project Engineer Jack Detweiler referred to his Monthly Report dated December 8 and reviewed the status of various elements of the design and construction of the Wastewater Project.

Mr. Gibons noted that consideration of the Financial Methodology for the Wastewater Project would be deferred to January.

E. Police

Councilor Judd referred to the Police written report. He explained that after the Council's decision to keep the Department at two officers, one had resigned and that the vacant position was being kept open for a lateral move for an officer from another department for two weeks. He said a reserve officer was taking the shift and was on-call in the interim. He also said addition options were to hire a new graduate from the Police Academy and/or seek a retired officer to serve as chief. He said the formation of a Public Safety District would also be considered by the Committee in the process of being organized.

F. Finance

Finance Director Craig Gibons referred to Agenda support material entitled "November Financial Results" and reviewed to revenue and expenditure reports it presented. He highlighted information it provided about balances that *should* be in the bank at the end of the month. He noted that \$194,798 in "usable cash" was on the books, but not available.

Audit Committee Chairperson Dave Schull referred to Agenda support material dated December 9 requesting confirmation of its responsibilities. He explained that Committee members were uncertain about a directive for "identification and reporting to City Council issues of significant financial risk or exposure." He said members had interpreted their responsibility to be limited to issues within the scope of the audit and excluded the general financial well being of the City from its consideration.

Mayor Volta suggested that the list of responsibilities had been transferred without due consideration from those given to the formerly organized Financial Oversight Committee and therefore was overly broad.

Mr. Gibons asked if the responsibilities of the Audit Committee should include the broadly stated responsibility it had questioned. City Attorney Milo Mecham stated that a resolution could be prepared to identify the responsibilities of the Committee more narrowly, as it had expressed.

Mr. Schull reported that the Budget Committee had recommended that the 2009 Fiscal Year Expenditure Budget be reduced by \$54,000 by renegotiating the Police Dispatch contract with Junction City, not replacing the Accountant position, and canceling the LCOG Planner Contract.

Councilor Pech moved, seconded by Councilor Fox, to accept the recommendation of the Budget Committee.

Councilor Watson moved, seconded by Councilor Thiel, to amend the motion to add \$5-7,000 back to the Budget for the LCOG Planner Contract. The amendment was adopted, 5:1, with Councilor Behney voting no.

The amended motion was adopted unanimously, 6:0.

G. Public Works

Mayor Volta noted that a Public Works written report had been received from Jack Harris.

Water Project Manager Craig Gibbons referred to Agenda support material entitled "Water System Upgrade Project Monthly Report" and reviewed information it contained. Project Engineer Jerry Elliott commented on booster pump station upgrades, progress with developing City Well 3, and water right applications.

H. City Recorder

Mayor Volta noted that a written report had been received from the City Recorder.

I. City Administrator

Mr. Schuessler referred to Agenda support material regarding a proposed Change Order Process for the Wastewater Project. He noted that it included the proposed Contract Change Order Process.

Councilors discussed the proposal. Mayor Volta determined there was consensus to add the words "*and consensus*" after the words "following documented discussion. . ." and before the words ". . . with the Project Team" in step five of the procedure of the process.

Councilor Pech moved, seconded by Councilor Watson, to approve the proposed Wastewater Contract Change Order Processing Procedure, as amended. The motion was adopted unanimously.

VI. CITY ATTORNEY

None.

VII. COUNCIL COMMENTS

Councilors discussed the annual Council Retreat. There appeared to be agreement that its focus would be on issues facing the Council in 2009 . . . the pain and joy of being a member of the City Council. Mr. Mecham agreed to serve as facilitator. Council members only would be present. No staff. It will begin at 10:00 and conclude at 1:00 on January 10, 2009.

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VIII. CONSENT CALENDAR

Mayor Volta noted that the Consent Calendar included acceptance of the minutes of the November 18 meeting of the City Council and approval of Bills for Approval for December.

Councilor Pech moved, seconded by Councilor Watson to approve the Consent Calendar. The motion was adopted unanimously, 5:0:1, with Councilor Thiel abstaining from voting because he had not been at the November 18 meeting.

The meeting adjourned at 9:45 p.m.

ACCEPTANCE

Yes: 5

No: 0

Abstained: 0

Passed: yes Rejected: —

Signed this 13th day of January 2009



Judith A. Volta, Mayor

Attest:



Sammy L. Egbert, City Recorder

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