

WORK SESSION MEETING
CITY OF AMITY, OR

Minutes

A Work Session Meeting was held at 5:30 p.m. on Wednesday June 14, 2023, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present

Councilor Sandy McArthur, Councilor Melissa Bojorquez, Councilor Alice Thompson and Mayor Rachel King.

Councilors Present via Zoom

None

Councilors Absent

Councilor April Dyche and Councilor Caleb Shields

Staff Present

City Treasurer/Recorder Natasha Johnson and Interim Administrator Rob Daykin

1. CITIZEN COMMENTS/QUESTIONS:

There were none.

2. CITY ADMINISTRATOR COMMENTS:

Nothing to report.

3. TOPICS OF DISCUSSION:

- a. Pavement Management Budget Options Report: Interim Daykin went over background and introduced Joel Conder with CAPS and asked him to introduce himself.

Joel C. with CAPS introduced himself and the background of the company. He went over the capital asset program and pavement services. He went over all the city's streets conditions. Interim Daykin explained that Joel identified the SCA grant in his report and that the SCA grant goes towards the worst streets.

Mayor King asked for clarification regarding the overall Pavement Condition Index (PCI) # and if it would go up if follow the guideline of the report. Interim Daykin explained further the basis of the report.

Joel C. went over the different scenarios in the report and the cost and what the investment level would be. Interim Daykin and Mayor King explained the grant process and being eligible. Interim Daykin went over the current SCA project for which the City was awarded.

Mayor King asked for clarification regarding the backlog. Joel explained it is the maintenance of the roads. Mayor King asked regarding how you show revenue support for transportation loans. Interim Daykin explained the process.

Joel went over the chip seal process. Interim Daykin updated the council and that he has reached out to a contractor that will already be in the area. Mayor King asked the council if they feel have enough information to share with citizens why certain streets are not being worked on and why other streets are. The council feels they do. Mayor King explained will need to be transparent regarding the funding. Councilor Thompson asked regarding scenario 3 taking into consideration the grant. He explained yes it does. He explained the program you can always add the grants into software and will update. Mayor King asked regarding the cost of the program. Interim Daykin explained it's a part of the subscription. She asked where in the budget the cost came out of. Interim Daykin explained it is in the budget and under the streets.

Councilor Bojorquez asked regarding ADA ramps and if the scenarios included them. Mayor King explained case by case and it doesn't. Mayor King doesn't want to be the governing body requiring improvements at the cost of citizens regarding sidewalk improvement. Interim Daykin let the Council know to make sure to get information out to public regarding alternate routes when improvements happen. Mayor King asked for more explanation regarding chip seal. Joel explained the process.

Citizen? Asked regarding when the report will be available online. Interim Daykin explained not online but will be. She asked regarding the scenarios and applying for grant. Mayor King explained. Councilor Thompson asked ability to start on scenario and change when receive grants or down the road. Mayor King explained yes and went over the goal. Public Works Superintendent Greg Binks asked regarding the prep work. Mayor King asked if was able to look over the report. He explained just a little bit and he really likes the color-coded map. There was discussion regarding how to present to citizens. Mayor King asked if the chip seal was scheduled. Interim Daykin explained not now, he is preparing for it. Mayor King explained the need to look at the long haul and any work that the city is doing towards streets will hopefully make the citizens glad.

Mayor King asked regarding if he asked for Public Works input regarding the projects. Interim Daykin explained they did discuss the projects. Mayor King asked regarding updating the software as changes are made or need to be. Interim Daykin explained staff can update or the company. She asked if Administrator Nathan would be able too. He explained yes. Mayor King asked possible adding a ballot vote to upping street maintenance fee to accommodate improvements. She asked staff to add the study to the website.

4. OPEN FORUM & DISCUSSION FROM THE MAYOR & CITY COUNCILORS:

- a. Mayor Comments – Mayor King thanked Councilor Bojorquez for going through the city’s ordinances to be compliant with upcoming HB 3115. She met with Interim Daykin and got all the information to write up the Ordinance that will be going to Council. Councilor Bojorquez explained the Ordinance has to be passed by unanimous vote to go into effect by July 1. Councilor Thompson updated that she will not be at the meeting. Mayor King explained as long as have a quorum it can be voted on.

She updated Council regarding development coming in on Oak Street and she anticipates the city will be hearing from Community Home Builders. She met them this week and they want to talk through with council where the project stands. She gave a brief background regarding Planning Commission approval. There were no further comments.

- b. Finance – Councilor Dyche was not present at the meeting. There were no comments.
- c. Infrastructure – Councilors McArthur & Shields – Councilor McArthur had nothing to report. There were no comments.
- d. Community Engagement – Councilors Bojorquez & Thompson – Councilor Bojorquez updated council regarding volunteer app and waiting for our Attorney and Insurance company to double check waivers and if the city liable with volunteers. Mayor King stated it will have to be approved through Resolution before goes live. Councilor Bojorquez explained how it would work with the other entities using the app. Councilor Bojorquez demonstrated the website to the council. Mayor King asked Interim Daykin if he could reach out to CIS to see a template for a waiver per recommendation from City Attorney. Mayor King explained will need to be a council run app and not city staff. Mayor King explained volunteers have to fill out waiver before moving on in the app.

City Recorder reminded Council of movie in the park and suggested a run through prior to the movie. There were no further comments.

- e. Public Safety – Councilor Dyche was not present at the meeting. There were no comments.
- f. Parks – Councilor Thompson had nothing to report. There were no comments.
- g. City Services – Councilors Shields & McArthur – Councilor Shields was not present at the meeting. There were no comments.

Mayor King reminded the Council of the upcoming Special Council meeting on June 28th. City Recorder Johnson let Council know that she and Administrator will be gone for July's work session and to think about another date. Mayor asked to hold off and discuss later. Mayor King adjourned the meeting at 7:20 p.m.

Approved by City Council July 5, 2023

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder