

**City of Rainier  
Work Session Minutes  
April 2, 2012  
6:00 PM  
Rainier City Hall  
106 West "B" Street**

**Council Present:** Council President Phil Butcher, Mike Avent, Sloan Nelson, William Vilaridi, James Bradfield, David Sills and Scott Cooper.

**Council Absent:** Mayor Jerry Cole.

**Staff Present:** Debra Dudley, City Administrator.

**Agenda:**

**a. Discuss "B" Street Project with Tom Weatherford from ODOT.**

Discussion included an agreement between the City and ODOT. Weatherford explained that with the re-design of the project because of widening it necessitates contacting the property owners again regarding easements. Weatherford said the agreement includes working with the City as far as appraisals and acquisitions. Weatherford said the total is \$165,000.00 with a 20% contingency in it.

Weatherford stated property owners donating their property are unlikely with anywhere from \$50,000.00 to \$165,000.00 is going to be the cost. Weatherford stated you would have to do appraisals to get the actual value of the properties involved. Avent added that years ago he gifted the project a \$500 piece of land and the appraisal cost \$3,000.00. Weatherford said part of the process is to allow the property owner the option regarding the property and that would be the first strategy to apply. Avent said he understood that property owners could donate the property without the appraisal and Weatherford stated that was correct. Avent suggested the property owners be contacted with a dollar offer or to sign the property over without the appraisals. Weatherford said he can waive the appraisal and the first strategy would be to ask the property owners to donate without the cost of an appraisal. Avent asked Weatherford if he (Weatherford) could take the estimated numbers and contact the property owners with that offer and Weatherford said the first step would be to ask the property owners to donate and beyond that property owner's right is to an appraisal and compensation of the property so any monetary offer is going to have to accompany that offer.

Weatherford agreed that sometimes the administrative cost of small parcels can get high and there are different ways of assigning values to properties. Butcher asked how much of the \$165,000.00 was figured into the budget and Weatherford said up until this point up through the past year the dollar amount was not known and had been developed over the past month. Weatherford said Council needed to take a look at updated cost versus funding one more time. Weatherford said the amount is at least \$58,000.00 more than he was anticipating. Nelson said he would like the City to have the opportunity in house to be able to go out and

solicit with the property owners to see if some money can be saved. Weatherford suggested working with alongside the right of way agent to sign and listen to them as they go out and talk about the strategies. Nelson asked when that would happen and Weatherford said the agreement needed to be executed between the City and ODOT. Nelson said that the Council is committed to the project and it needs to get done. Avent said that it is an additional cost and Nelson said we can't say no. Dudley asked how much more money to W&H Pacific and Weatherford said \$15,000.00 more and Nelson asked how much more money is needed to put to the project to make it happen and Weatherford replied he didn't know at the moment, there is a design issue with a big impact that he is trying to resolve that has to do with drainage, he will no more in the very near future but at the moment he doesn't have that figure. Nelson asked if the drainage is something new and Weatherford said it was not and had to do with treating the water on the roadway with a less expensive manner and Avent added there might be some savings if it was a less expensive way to treat the water. Weatherford said if we can't go that way it is going to cost more for the project. Dudley stated that originally we had committed to adding back in lighting, trees and stamping. Weatherford said in the numbers in the recent past there was a line item for approximately \$118,000.00 for right of way, \$30,000.00 has been spent, so there is about \$80,000.00 in the budget to look at for right of ways and the problem is this would cost about \$165,000.00. Avent said it would be nice to strategize because this has been at least a ten year project that continues to escalate. Dudley stated that in prior discussions, the project bid proposals were expected to be lower than what the engineers were estimating so it would allow us to add components of the project back in. Dudley asked if the project costs such as lighting, trees and stamping can be individually identified, in the event we need to back off certain categories. Weatherford said the best way to do that is to get the best cost and best funding numbers and make those decisions up front. Dudley asked if once the environmental issues are resolved, would we have a better idea of cost and Weatherford said yes. Weatherford said this is an estimate with a 20% contingency in it and some kind of appraisal valuation has to take place. Butcher said we need to decide if we are going to move forward and try to get this thing on schedule and if it cost us a little bit of money, \$80,000.00, the Council needs to decide, let's put some funds aside so we don't hold the project up or it can be two years down the road before we get the project going. Avent questioned if the City was safe without acquiring the easements, Weatherford said it was prudent to do that. Weatherford said the Council should realize that one of the last strategies is a condemnation process. Avent suggested some of the Council members get together soon with the person from ODOT to see what we can do to work through the easement process. Dudley clarified that Weatherford was stating do not move ahead without the right of way agent. Weatherford said the contract could be executed and sat on until everything else is in line. Cooper clarified that the City signs the agreement and at that point Weatherford can work on the right of ways set up. Weatherford said he can work on getting the money set up and come back out with the agent. Weatherford said that this particular agreement is boilerplate. Dudley said the city attorney's concern when he reviewed the contract was did the

City have the money. Dudley said it is money we have to find, there is no option. Dudley said she would give the contract to the city attorney at the regular council meeting and council make the motion and get the contract back to Weatherford by the end of the week. Dudley asked if the personnel cost was ODOT's cost plus the appraiser and Weatherford said it was all the administrative appraisal cost. Dudley asked Weatherford if there would be one appraiser that does everything to minimize cost and he replied that he thinks there will be one appraiser. Avent asked how much money has been spent on this project to date and Weatherford stated approximately \$300,000.00 and Dudley added that was not City money.

**b. Discuss: Vision Statement, Council Training, City Goals and Strategic Planning.**

Dudley provided a memo detailing budget topics and a proposed budget calendar. Dudley said there has been some discussion regarding projects that need to be completed, but this needs to be finalized based on estimated revenues. During the workshops, review of the income and expense reports, expense projection, debt service requirements, environmental issues, capitol improvement and outlay, maintenance issues, personnel issues and budget format will be reviewed in depth. Dudley stated that the union contract negotiations and staffing vacancies need to be discussed, with recommendations from the Council. For example does the City need a public works director or would the City be better served by hiring a public works supervisor. Dudley added that Scappoose for a number of years has not had a public works director and it seems, according to their city administrator, to work very well. Dudley said she would continue to put some information together for Council, including the City's engineering needs. In the past the City has utilized Gibbs & Olsen. Avent added that Rainier is a small community and his feeling is that whether it is a foreman, a superintendent or whatever we have always been a City in the past that has had a working director. Dudley and Avent agreed that was imperative. Dudley added that the State is reviewing their ratios between workers and management personnel and we are too small to have a supervisor in just a supervisory capacity. Avent stated that in regard to budget whatever the growth of the City if we have 3% or 4% income growth then that is what we have to work with. Avent said hopefully that will be in the budget discussion. Dudley reminded the Council they have hired an individual through the LPGI to negotiate the contracts but Council still needs to provide direction. She is compiling salary and benefit information from cities in our area for comparison. Dudley said one of the things in particular is the sewer plant maintenance and Foultnier has been working very diligently on this but the maintenance hasn't been done so this next year we are going to have a higher than usual maintenance cost. Dudley said a maintenance schedule is imperative. Butcher said the sewer plant is going to go to a level III probably in July. Dudley said there is a possibility that might not happen for awhile and Butcher agreed. Avent said priorities should be set with the visioning. Dudley said there are a number of cost savings that can be incorporated as far as personnel and the employees are very receptive to these discussions. Dudley said capital outlay also needs to be discussed. Dudley proposed that for the next four weeks, every Monday at 6:00 PM, the Council participates in a work

shop. This is open to the public and we will notify the budget committee, but it is for the Council and staff to discuss goals and priorities so we can set goals on where we want to be in the next two years, five years. Dudley added she would schedule specific agenda items for budget discussion. Dudley stated that she is available to meet and answer question or provide information, just call and she will set up a time to meet in the morning, afternoon or evening. Avent said they are going to have some revenues that were committed to USG and suggested that any way those dollars can get some kind of a return back would be good like what happened in the watershed as every year income. Dudley said that is part of the capital outlay acquisition, it has been talked about and money has been set aside. Dudley said the first work session is April 9<sup>th</sup> at 6:00 PM for anybody that can attend.

The meeting adjourned at 6:50 PM.

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Council President Phil Butcher

Attested: \_\_\_\_\_  
Debra Dudley, City Administrator,  
Finance Director, Recorder