CITY OF GRANTS PASS
MEETING AGENDA
June 1, 2016
6 p.m. City Council Meeting
Council Chambers - 101 N.W. "A" Street

MAYOR: Darin Fowler

CITY COUNCIL MEMBERS:

Ward 1 Northwest Area	***Ward 2 Northeast Area***	***Ward 3 Southeast Area***	***Ward 4 Southwest Area***
Dan DeYoung	Valerie Lovelace	Ken Hannum	Shonna Bouteller
Roy Lindsay	Rick Riker	Dennis Roler	Jim Goodwin

Invocation

Flag Salute

Roll Call

Swear in Police Officer James Hall

Proclamation: Grants Pass Garden Club 90th Anniversary Day

1. PUBLIC COMMENT: This is a courtesy the Chair provides for citizens to address the Council regarding any item or issue that is not on tonight's agenda. The intent is to provide information that is pertinent to the City's jurisdiction. Each speaker will be given three minutes to address the Council as one body, not to individuals. Council may consider items brought up during this time later in our agenda during Matters from Mayor, Council and Staff.

   This meeting will proceed in an effective and courteous manner. Citizens and Council members will be allowed to state their positions in an atmosphere free from slander, threats, or other personal attacks. Signs or placards, outbursts of applause, campaigning for public office, or other disruptive behavior will not be tolerated.

   If you have a question regarding any government provided service or a current City policy, please contact the City Manager's office in an attempt to resolve the matter.

2. CONSENT AGENDA (Items included are of such routine nature or without controversy so that they may be approved with a single action).
   Indicates short Staff presentation and Council comment.

   a. Resolution authorizing the City Manager to enter into a contract for the Elmer Nelson Bridge, a local government improvement project; Project No. TR6244. **Pgs. 1-6**

b. Resolution authorizing the City Manager to enter into a contract for the Booth and Isham Intersection Reconstruction, a local government improvement project; Project No. TR6271. **Pgs. 7-10**

c. Resolution continuing membership in the City County Insurance Services property, general liability, automobile pool. **Pgs. 11-20**

d. Resolution continuing membership with the CIS Workers' Compensation Self-Insurance Group. **Pgs. 21-24**

e. Motion approving the minutes of the City Council meeting of May 18, 2016. **Pgs. 25-30**

f. Motion acknowledging the minutes of the Bikeways and Walkways Committee meeting of April 12, 2016. **Pgs. 31-32**

g. Motion acknowledging the minutes of the Bikeways and Walkways Committee meeting of May 10, 2016. **Pgs. 33-34**

h. Motion acknowledging the minutes of the Committee on Public Art meeting of April 12, 2016. **Pgs. 35-38**

i. Motion acknowledging the minutes of the Urban Area Planning Commission meeting of April 13, 2016. **Pgs. 39-44**

3. COUNCIL ACTION

a. Ordinance amending Grants Pass Municipal Code Chapter 9.21 Sign Standards, Sections 9.21.610, 9.21.630 and 9.21.640 ~ Temporary Political Signs. **Pgs. 45-52**

b. Resolution amending the comprehensive fee schedule to add social gaming license fee. **Pgs. 53-56**

c. Resolution awarding Ward Warren (230 NW 6th Street) a design grant in the amount of $3,901.25, and a building renovation grant in the amount of $50,000. **Pgs. 57-66**

d. Resolution awarding Ward Warren (232 NW 6th Street) a design grant in the amount of $3,901.25, and a building renovation grant in the amount of $50,000. **Pgs. 67-73**

4. MATTERS FROM MAYOR, COUNCIL AND STAFF

a. Committee Liaison reports.

5. EXECUTIVE SESSION 192.660 (2) (Executive session is held to discuss one of the following subjects: (a) Employment of Public Officers, (b) Dismissal or discipline of Public Officers/Employees, (c) Public Medical Staff, (d) Labor negotiations (news media not allowed without specific permission), (e) Real property transactions-negotiations, (f) To consider information or records that are exempt by law from public inspection, (h) With city attorney re: rights/duties, current-likely litigation, (i) Performance Evaluations of Public Officers, (j) Public Investments…)

   None anticipated

6. ADJOURN

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate person with physical impairments, please notify the City Recorder's Office of any special physical or language accommodations at least 48 business hours prior to the meeting. To request these arrangements, please contact Karen Frerk, City Recorder at (541) 450.6000.

Item: Resolution authorizing the City Manager to enter into a contract for the Elmer Nelson Bridge, a local government improvement project; Project No. TR6244.

Date: June 1, 2016

SUBJECT AND SUMMARY:

This project will remove an existing substandard wooden deck bridge on Elmer Nelson Lane over Sand Creek and replace it with a bridge.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goals to maintain, operate, and expand our **INFRASTRUCTURE** to meet community needs, **SUSTAINABLE, MANAGEABLE GROWTH** and **KEEP CITIZENS SAFE** by providing a wider, smooth, safe road surface for vehicular and pedestrian traffic.

CALL TO ACTION SCHEDULE:

A notice of intent to award letter was issued by the Engineering Division on May 13, 2016. City Council has 30 days to award the bid. Call to action schedule: June 1, 2016.

BACKGROUND:

The project will consist of the removal and replacement of an existing bridge on Elmer Nelson Lane over Sand Creek. The existing bridge provides for a very narrow road section. The new bridge will provide for safer pedestrian and bicycle access and provide sidewalks over the new bridge. Miscellaneous utility adjustments will be performed as necessary during construction.

Bids for the work were advertised on the City's website, in the Grants Pass Daily Courier, and in the Daily Journal of Commerce. The bid opening for this project was May 12, 2016. Three bids were received, ranging from $384,482.50 to $485,304.03.

The lowest responsible bidder is Timber Mountain Construction, Inc. at $384.482.50. This bid is above the Engineers Estimate of $332,552.50 and Staff recommends awarding the bid to Timber Mountain Construction, Inc.

ITEM: 2.a. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE ELMER NELSON LANE BRIDGE, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6244.

Staff Report (continued):

COST IMPLICATION:

Revenue Source: This project is budgeted and funded under Project No. TR6244 in the Transportation Capital Construction Fund.

ALTERNATIVES:

Two options are available:

1) Make the improvements to Elmer Nelson Lane over Sand Creek as proposed and award the contract to the lowest bidder; or
2) Reject all bids and delay the improvements to Elmer Nelson Lane over Sand Creek until a future date.

RECOMMENDED ACTION:

It is recommended the contract for the Elmer Nelson Bridge, Project No. TR6244, be awarded to the lowest responsible bidder, Timber Mountain Construction, Inc.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the award of the contract to Timber Mountain Construction, Inc. for the Elmer Nelson Bridge.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE ELMER NELSON BRIDGE CONSTRUCTION, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6244.

WHEREAS:

1. The City of Grants Pass advertised and received 3 bids for construction of the Elmer Nelson Bridge; and

2. The bid from Timber Mountain Construction, Inc. has been determined to be the lowest responsible bid; its bid is complete and responsive; and

3. The City of Grants Pass has sufficient funds for the project within the Transportation Capital Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to contract with Timber Mountain Construction, Inc. for a local government improvement project, the work as described in the contract documents entitled, "Elmer Nelson Bridge; Project No. TR6244" in the amount of $384,482.50 which the bid tab is attached to and incorporated herein as Exhibit 'A'.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of June, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT A

City of Grants Pass
Elmer Nelson Bridge Replacement
Project No. TR6244

BID SUMMARY

			Bidder	City of Grants Pass (Engineers Estimate)		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		Gardner & Smith Construction	
			Address	101 NW "A" Street		PO Box 930		PO Box 1608		54703 Lee Valley Road	
			CSZ	Grants Pass, OR 97526		Rogue River, OR 97537		Medford, OR 97501		Coquille, OR 97423	
			Phone	*(541) 450-6060*		*(541) 956-8700*		*(541) 776-6527*		*(541) 572-0352*	
			Addenda Acknowledged (No. 1)	NA		1 YES		2 YES		3 YES	
			Bid Security	NA		10%		10%		10%	
Item No.	Description of Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$11,000.00	$11,000.00	$38,000.00	$38,000.00	$50,000.00	$50,000.00	$81,207.77	$81,207.77
2	Work Zone Traffic Control, includes TCD, TCM and TCP	1	LS	$5,000.00	$5,000.00	$2,000.00	$2,000.00	$1,450.00	$1,450.00	$2,704.00	$2,704.00
3	Erosion & Sediment Control	1	LS	$1,500.00	$1,500.00	$1,200.00	$1,200.00	$500.00	$500.00	$1,622.40	$1,622.40
4	Removal of Structures and Obstructions	1	LS	$6,000.00	$6,000.00	$8,000.00	$8,000.00	$6,300.00	$6,300.00	$4,867.20	$4,867.20
5	Erosion Control	1	LS	$6,000.00	$6,000.00	$10,500.00	$10,500.00	$8,000.00	$8,000.00	$2,720.54	$2,720.54
6	General Earthwork (Excavation)	1	LS	$7,500.00	$7,500.00	$10,000.00	$10,000.00	$6,100.00	$6,100.00	$8,652.80	$8,652.80
7	Woven Geotextile Fabric	1050	SY	$1.50	$1,575.00	$1.35	$1,417.50	$0.80	$840.00	$1.62	$1,701.00
8	Install 8" PVC Irrigation Pipe	32	LF	$40.00	$1,280.00	$38.00	$1,216.00	$53.00	$1,696.00	$162.24	$5,191.68
9	Install 4" PVC Irrigation Pipe	217	LF	$20.00	$4,340.00	$33.00	$7,161.00	$24.00	$5,208.00	$54.08	$11,735.36
10	Install 48" Irrigation Manhole with Watertight Lid	1	EA	$3,000.00	$3,000.00	$5,000.00	$5,000.00	$3,000.00	$3,000.00	$4,867.20	$4,867.20
11	Removal of Existing Bridge Structure	1	LS	$7,500.00	$7,500.00	$8,000.00	$8,000.00	$7,500.00	$7,500.00	$11,897.60	$11,897.60
12	Furnish Steel Piles	650	LF	$50.00	$32,500.00	$1.00	$650.00	$60.00	$39,000.00	$40.02	$26,013.00
13	Drive Steel Piles	24	EA	$1,000.00	$24,000.00	$1,100.00	$26,400.00	$1,000.00	$24,000.00	$973.44	$23,362.56

City of Grants Pass
Elmer Nelson Bridge Replacement
Project No. TR6244

BID SUMMARY

				City of Grants Pass (Engineers Estimate)		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		Gardner & Smith Construction	
			Bidder	City of Grants Pass (Engineers Estimate)		Timber Mountain Construction, Inc.		KOGAP Enterprises, Inc.		Gardner & Smith Construction	
			Address	101 NW "A" Street		PO Box 930		PO Box 1608		54703 Lee Valley Road	
			CSZ	Grants Pass, OR 97526		Rogue River, OR 97537		Medford, OR 97501		Coquille, OR 97423	
			Phone	*(541) 450-6060*		*(541) 956-8700*		*(541) 776-6527*		*(541) 572-0352*	
			Addenda Acknowledged (No. 1)	NA		1 YES		2 YES		3 YES	
			Bid Security	NA		10%		10%		10%	
Item No.	Description of Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
14	18" Precast Prestressed Concrete Slabs	473	LF	$200.00	$94,600.00	$250.00	$118,250.00	$238.00	$112,574.00	$230.08	$108,827.84
15	Combination Bridge Rail	1	LS	$30,000.00	$30,000.00	$27,000.00	$27,000.00	$15,000.00	$15,000.00	$17,305.60	$17,305.60
16	Utility Attachment on Bridge Structure	1	LS	$5,000.00	$5,000.00	$5,700.00	$5,700.00	$6,900.00	$6,900.00	$9,734.40	$9,734.40
17	3 Sack Sand Slurry Backfill	1	LS	$300.00	$300.00	$4,500.00	$4,500.00	$2,200.00	$2,200.00	$7,030.40	$7,030.40
18	Aggregate Base Course	325	TN	$20.00	$6,500.00	$25.00	$8,125.00	$28.00	$9,100.00	$32.45	$10,546.25
19	Aggregate Subbase Course	540	TN	$18.00	$9,720.00	$20.00	$10,800.00	$22.00	$11,880.00	$32.45	$17,523.00
20	Aggregate Base Course (Driveway)	20	TN	$25.00	$500.00	$55.00	$1,100.00	$40.00	$800.00	$32.45	$649.00
21	Asphalt Pavement	270	TN	$110.00	$29,700.00	$95.50	$25,785.00	$83.00	$22,410.00	$118.98	$32,124.60
22	Asphalt Pavement (Driveway)	4	TN	$120.00	$480.00	$150.00	$600.00	$125.00	$500.00	$330.75	$1,323.00
23	Concrete Curb & Gutter, Type "A" (Match Existing)	575	LF	$14.00	$8,050.00	$27.00	$15,525.00	$15.00	$8,625.00	$23.80	$13,685.00
24	Concrete Sidewalk (Match Existing)	2,065	SF	$4.50	$9,292.50	$6.00	$12,390.00	$6.50	$13,422.50	$6.49	$13,401.85
25	Concrete Residential Driveway Apron	427	LS	$5.00	$2,135.00	$7.00	$2,989.00	$7.00	$2,989.00	$12.98	$5,542.46
26	Install 4 foot Green Vinyl Fencing	192	LF	$25.00	$4,800.00	$28.50	$5,472.00	$24.00	$4,608.00	$32.45	$6,230.40
27	8" Water Pipe and Fittings, Cl. 52 Ductile Iron	338	LF	$60.00	$20,280.00	$79.00	$26,702.00	$75.00	$25,350.00	$162.24	$54,837.12
	TOTAL (BID ITEMS 1-27)				$332,552.50		$384,482.50		$389,952.50		$485,304.03

BIDS WERE OPENED ON 05/12/16 AT 3:05 PM IN THE CITY OF GRANTS PASS CITY MANAGERS CONFERENCE ROOM.

Item: Resolution authorizing the City Manager to enter into a contract for the Booth and Isham Intersection Reconstruction, a local government improvement project; Project No. TR6271.

Date: June 1, 2016

SUBJECT AND SUMMARY:

Isham Street at Booth Street has been blocked off by temporary barriers since 2015. This project will make that closure permanent and install curb, gutter and sidewalk across the former street section. In addition, a 2" water main in Isham Street will be replaced with an 8" water main. Finally, the installation of 540 lineal feet of 12" storm drain line will be installed in "G" Street to address ongoing storm drain problems in the area.

RELATIONSHIP TO COUNCIL GOALS:

This supports the Council's goals to maintain, operate, and expand our **INFRASTRUCTURE** to meet community needs by installing the water main and improving storm drainage, and **KEEP CITIZENS SAFE** by providing a smooth, safe road surface and installing sidewalks.

CALL TO ACTION SCHEDULE:

A notice of intent to award letter was issued by the Engineering Division on May 20, 2016. City Council has 30 days to award the bid. Call to action schedule: June 15, 2016.

BACKGROUND:

This project will include the installation of approximately 540 LF of new 12" storm drain pipe and associated appurtenances; 320 LF of 12" Ductile Iron Water Pipe and associated pipes and appurtenances; installation of approximately 280 LF of curb and gutter, and 955 square feet of new sidewalk installation of new asphalt surfaces with associated striping.

Bids for the work were advertised on the City's website, in the Grants Pass Daily Courier, and in the Daily Journal of Commerce. The bid opening for this project was May 19, 2016. Four bids were received, ranging from $136,153.93 to $155,748.50

The lowest responsible bidder is Moser Paving, Inc. at $136,153.93. This bid is below the Engineers Estimate of $156,729.50 and Staff recommends awarding the bid to Moser Paving, Inc.

ITEM: 2.b. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE BOOTH AND ISHAM INTERSECTION RECONSTRUCTION, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6271.

Staff Report (continued):

COST IMPLICATION:

Revenue Source: This project is budgeted and funded under Project No. TR6242 in the Transportation Capital Construction Fund.

ALTERNATIVES:

Two options are available:

1) The preferred alternative is to make the improvements to the intersection of Booth and Isham as proposed and award the contract to the lowest bidder; or

2) Reject all bids and delay the improvements to the intersection of Booth and Isham until a future date.

RECOMMENDED ACTION:

It is recommended the contract for the Booth and Isham Intersection Reconstruction; Project No. TR6271 be awarded to the lowest responsible bidder, Moser Paving, Inc.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the award of the contract to Moser Paving Inc. for the Booth and Isham Intersection Reconstruction.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR BOOTH AND ISHAM INTERSECTION RECONSTRUCTION, A LOCAL GOVERNMENT IMPROVEMENT PROJECT; PROJECT NO. TR6271.

WHEREAS:

1. The City of Grants Pass advertised and received 4 bids for construction of the Booth and Isham Intersection Reconstruction; and

2. The bid from Moser Paving, Inc., has been determined to be the lowest responsible bid, its bid is complete and responsive; and

3. The City of Grants Pass has sufficient funds for the project within the Transportation Capital Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to contract with Moser Paving, Inc. for a local government improvement project, the work as described in the contract documents entitled, "Booth and Isham Intersection Reconstruction; Project No. TR6271" in the amount of $136,153.93, which the bid tab is attached to and incorporated herein as Exhibit 'A'.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of June, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT A

City of Grants Pass
Booth and Isham Intersection Reconstruction
Project No. TR6271

BID SUMMARY

				City of Grants Pass (Engineers Estimate)		Moser Paving, Inc.		Robco, Inc.		Copeland Sand & Gravel[1]		KOGAP Enterprises, Inc.	
			Bidder										
			Address	101 NW "A" Street		650 Redwood Highway		PO Box 1570		695 SE "J" Street		PO Box 1608	
			CSZ	Grants Pass, OR 97526		Grants Pass, OR 97527		Grants Pass, OR 97528		Grants Pass, OR 97526		Medford, OR 97501	
			Phone	*(541) 450-6060*		*(541) 479-2424*		*(541) 476-2132*		*(541) 476-4441*		*(541) 776-6527*	
			Addenda Acknowledged (No. 1)	NA		1 YES		2 YES		3 YES		4 YES	
			Bid Security	NA		10%		10%		10%		10%	
Item No.	Description of Item	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	LS	$25,000.00	$25,000.00	$19,500.00	$19,500.00	$9,200.00	$9,200.00	$5,121.60	$5,121.60	$24,000.00	$24,000.00
2	Work Zone Traffic Control, includes TCD, TCM and TCP	1	LS	$5,000.00	$5,000.00	$2,360.00	$2,360.00	$6,035.00	$6,035.00	$6,868.80	$6,868.80	$5,500.00	$5,500.00
3	Erosion & Sediment Control	1	LS	$1,000.00	$1,000.00	$750.00	$750.00	$200.00	$200.00	$672.00	$672.00	$325.00	$325.00
4	Removal of Structures and Obstructions	1	LS	$12,000.00	$12,000.00	$5,210.00	$5,210.00	$11,500.00	$11,500.00	$13,024.80	$13,024.80	$3,200.00	$3,200.00
5	General Earthwork (Excavation)	1	LS	$2,000.00	$2,000.00	$2,400.00	$2,400.00	$5,700.00	$5,700.00	$3,494.00	$3,494.00	$6,000.00	$6,000.00
6	Asphalt Pavement Cutting for "T" patch	1258	LF	$2.00	$2,516.00	$2.00	$2,516.00	$1.40	$1,761.20	$2.49	$3,132.42	$2.00	$2,516.00
7	Std. 48" Eccentric Storm Sewer Manhole	3	EA	$3,500.00	$10,500.00	$3,000.00	$9,000.00	$2,200.00	$6,600.00	$2,151.00	$6,453.00	$2,800.00	$8,400.00
8	Install 12" Storm Drain Pipe, HDPE	538	LF	$60.00	$32,280.00	$46.31	$24,914.78	$51.00	$27,438.00	$59.56	$32,043.28	$48.00	$25,824.00
9	Connect to existing Storm Drain Inlet	1	EA	$500.00	$500.00	$510.00	$510.00	$585.00	$585.00	$960.00	$960.00	$700.00	$700.00
10	Concrete Inlet, Type "B"	3	EA	$1,200.00	$3,600.00	$2,900.00	$8,700.00	$1,135.00	$3,405.00	$1,298.80	$3,896.40	$1,600.00	$4,800.00
11	Aggregate Base Course (Driveway)	35	TN	$20.00	$700.00	$33.30	$1,165.50	$26.00	$910.00	$33.85	$1,184.75	$30.00	$1,050.00
12	Asphalt Pavement	120	TN	$120.00	$14,400.00	$131.00	$15,720.00	$125.00	$15,000.00	$113.14	$13,576.80	$163.00	$19,560.00
13	Concrete Curb & Gutter, Type "A" (Match Existing)	278	LF	$20.00	$5,560.00	$21.52	$5,982.56	$27.00	$7,506.00	$19.60	$5,448.80	$18.00	$5,004.00
14	Concrete Sidewalk (Match Existing)	955	SF	$4.50	$4,297.50	$4.90	$4,679.50	$6.00	$5,730.00	$5.94	$5,672.70	$7.50	$7,162.50
15	Concrete Sidewalk Ramp with Truncated Domes (Yellow)	1	EA	$700.00	$700.00	$1,400.00	$1,400.00	$1,600.00	$1,600.00	$1,509.00	$1,509.00	$1,500.00	$1,500.00
16	Concrete Type "C" Curb	173	LF	$12.00	$2,076.00	$21.57	$3,731.61	$24.00	$4,152.00	$17.74	$3,069.02	$19.00	$3,287.00
17	Install Multiple Mailbox Supports and Mailboxes	1	EA	$300.00	$300.00	$400.00	$400.00	$275.00	$275.00	$630.00	$630.00	$400.00	$400.00
18	Spray Pre-emergent Herbicide and Install Multi Bark	1	LS	$800.00	$800.00	$550.00	$550.00	$1,200.00	$1,200.00	$2,430.00	$2,430.00	$2,500.00	$2,500.00
19	8" Water Pipe and Fittings, Cl. 52 Ductile Iron	320	LF	$80.00	$25,600.00	$64.30	$20,576.00	$85.00	$27,200.00	$80.98	$25,913.60	$80.00	$25,600.00
20	Potable Water Service Connection, 2 Inch and Smaller	3	EA	$1,000.00	$3,000.00	$636.66	$1,909.98	$850.00	$2,550.00	$1,514.20	$4,542.60	$1,000.00	$3,000.00
21	Re-Plumbing to Individual Houses	3	EA	$800.00	$2,400.00	$200.00	$600.00	$650.00	$1,950.00	$1,129.20	$3,387.60	$540.00	$1,620.00
22	Fire Hydrant, Short Lead	1	EA	$2,500.00	$2,500.00	$3,578.00	$3,578.00	$5,100.00	$5,100.00	$4,372.80	$4,372.80	$3,800.00	$3,800.00
	TOTAL (BID ITEMS 1-22)				$156,729.50		$136,153.93		$145,597.20		$147,403.97		$155,748.50

BIDS WERE OPENED ON 05/19/16 AT 3:05 PM IN THE CITY OF GRANTS PASS CITY MANAGERS CONFERENCE ROOM.

[1] Total Bid Amount Adjusted for Copeland Sand & Gravel due to Mathematical Errors at underlined Bid Items.

Item: Resolution continuing membership in the City County Insurance Services property, general liability, automobile pool. Date: June 1, 2016

SUBJECT AND SUMMARY:

This resolution will continue membership in the CIS insurance pool.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by purchasing insurance coverage and services at a reasonable cost.

CALL TO ACTION SCHEDULE:

The CIS Coverage Policy must be renewed by July 1, 2016. Call to action schedule: June 15, 2016.

BACKGROUND:

City County Insurance Services (CIS), established by the League of Oregon Cities (LOC) and the Association of Oregon Counties (AOC), has been providing property, liability and automobile insurance coverage to the City through a combination of insurance and self-insurance pools. They represent more than 98% of cities and 78% of counties in Oregon.

The City has purchased its property, liability and automobile insurance through CIS since 1986. CIS provides its Members a broad array of risk management services, including risk financing, loss prevention and loss control programs, claims management, legal representation, risk management consulting, data gathering, information sharing, training and related services.

CIS has developed an excellent track record for service and cost containment.

COST IMPLICATION:

Revenue Source: The CIS premium is paid out of the General Fund. The annual premium for FY'17 will be $447,399.91.

ALTERNATIVES:

Council can continue to purchase our insurance through CIS; or Council can direct staff to find alternative insurance sources.

ITEM: 2.c. RESOLUTION CONTINUING MEMBERSHIP IN THE CITY COUNTY INSURANCE SERVICES PROPERTY, GENERAL LIABILITY AND AUTOMOBILE POOL.

Staff Report (continued):

RECOMMENDED ACTION:

It is recommended the Council authorize the City Manager to continue membership with CIS for Property, Liability and Automobile Insurance Services.

POTENTIAL MOTION:

I move to approve the resolution authorizing the City Manager to continue membership in the CIS insurance pool.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS CONTINUING MEMBERSHIP IN THE CITY COUNTY INSURANCE SERVICES PROPERTY, GENERAL LIABILITY AND AUTOMOBILE POOL.

WHEREAS:

1. City County Insurance Services Trust (CIS) was established by the League of Oregon Cities (LOC) and Association of Oregon Counties (AOC) to create and administer pooled retention funds to protect members against the financial consequence of property and casualty losses pursuant to coverage agreements; and

2. CIS provides its Members a broad array of risk management services, including risk financing, loss prevention and loss control programs, claims management, legal representation, risk management consulting, data gathering, information sharing, training and related services; and

3. The City of Grants Pass finds that membership in CIS is a benefit in managing the risks involved in providing services to its citizens.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City's membership with CIS is continuous so long as the Member is making a contribution for one or more lines of coverage, or a premium payment for an insurance program, or a fee for other services, unless terminated by the Member or the Trust pursuant to the provision of the Bylaws. The City Manager is hereby authorized to execute such documents to effect coverage as described in Exhibit "A" which is attached hereto and incorporated herein.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of June, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT A

Property and/or Liability Proposal Summary

citycounty insurance services

Member

City of Grants Pass
101 NW A Street
Grants Pass, OR 97526

Agent

Wilson Heirgood Associates
2930 Chad Drive
Eugene, OR 97408

Member Number	Effective Date	Termination Date	Proposal Date
10081	7/1/2016	7/1/2017	5/16/2016

Coverage	Description		Amount	Total Due
General Liability (Standard Plan)	Contribution	Limit: $10,000,000	$327,628.29	
	Multi-Line Credit		($24,572.12)	
	Risk Management Allowance		($32,762.83)	
	Bonus Program Credits (1)*		($1,000.00)	**$269,293.34**
Auto Liability	Contribution		$41,175.37	
	Multi-Line Credit		($3,088.15)	
	Risk Management Allowance		($4,117.54)	**$33,969.68**
Auto Physical Damage	Contribution		$36,988.73	
	Multi-Line Credit		($2,774.15)	
	Risk Management Allowance		($3,698.87)	**$30,515.70**
Property	Contribution		$117,967.38	
	Multi-Line Credit		($8,847.55)	
	Risk Management Allowance		($11,796.74)	
	Bonus Program Credits (0)*		$0.00	**$97,323.09**
Optional Excess Liability	Contribution		Not Purchased	**$0.00**
Optional Excess Quake	Contribution		$15,000.00	
	Risk Management Allowance		($1,500.00)	**$13,500.00**
Optional Excess Flood	Contribution		Not Purchased	**$0.00**
Optional Excess Crime	Contribution		$1,115.00	**$1,003.50**
	Risk Management Allowance		($111.50)	
Optional Excess Cyber Liability	Contribution		$1,994.00	
	Risk Management Allowance		($199.40)	**$1,794.60**
Difference In Conditions	Contribution		Not Purchased	**$0.00**
Summary	**Contribution**		**$541,868.77**	
	Multi-Line Credit		**($39,281.97)**	
	Risk Management Allowance		**($54,186.88)**	
	Bonus Program Credit		**($1,000.00)**	

** Each Bonus Program Credit equals 1% of GL and PR Contribution, up to $1,000.*

This is not an invoice. Information Only **Total: $447,399.91**

CIS Liability Coverage Proposal

citycounty insurance services

	Named Member	Agent of Record
CIS	City of Grants Pass	Wilson Heirgood Associates
1212 Court St NE	101 NW A Street	2930 Chad Drive
Salem, OR 97301	Grants Pass, OR 97526	Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017				5/16/2016
Coverage*	**Per Occurrence Limit***	**Annual Aggregate***	**Per Occurrence Deductible / SIR***	**Agg/Retro Deductible**
Public Entity Liability Coverage (Including Auto Liability) as described in CIS General & Auto Liability Coverage Agreement	$200,000	$600,000	None	None

Forms Applicable: CIS General & Auto Liability Coverage Agreement - CIS GL/AL (7/1/2016)

Coverage*	**Per Occurrence Limit**	**Annual Aggregate**		
Excess Public Entity Liability Coverage as described in the CIS Excess Liability Coverage Agreement (limits shown are excess of primary coverage limits)	$9,800,000	$29,400,000		

Forms Applicable: CIS Excess Liability Coverage Agreement - CIS XS/GL (7/1/2016)

Coverage**	**Per Occurrence Limit**	**Annual Aggregate**		
Torus National				

* Refer to the CIS General & Auto Liability Coverage Agreement and CIS Excess Liability Coverage Agreement and endorsements (if any) for detailed coverages, special deductibles, limits, sublimits, exclusions, and conditions that may apply.
Excess Liability Coverage does not provide Uninsured Motorist coverage.

** Refer to Torus National Insurance Company Policy for details on coverage limitations and exclusions in this layer.

Coverage	Contribution
General Liability	$327,628.29
Auto Liability	$41,175.37
Liability Total	**$368,803.66**

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____

Authorized Representative / Agent

Date: _____

CIS Auto Physical Damage Coverage Proposal

CIS
1212 Court St NE
Salem, OR 97301

Named Member
City of Grants Pass
101 NW A Street
Grants Pass, OR 97526

Agent of Record
Wilson Heirgood Associates
2930 Chad Drive
Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017				5/16/2016
Autos Covered*	**Coverage Limit**	**Comprehensive Deductible**	**Collision Deductible**	**Contribution**
Scheduled Autos	Per Schedule**	Per Schedule**	Per Schedule**	$36,988.73
Rented or Leased Autos (60 days or less)	ACV Not to Exceed $100,000	$100	$500	Included
Newly Acquired Autos	Included	$100	$500	Included

* This represents only a brief summary of coverages. Please refer to CIS Auto Physical Damage Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.

Total Contribution: $36,988.73

Forms Applicable: CIS Auto Physical Damage Coverage Agreement - CIS APD (7/1/2016)

**Current CIS Auto Schedule

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____

Authorized Representative / Agent

Date: _____

CIS Property Coverage Proposal

citycounty insurance services

CIS
1212 Court St NE
Salem, OR 97301

Named Member
City of Grants Pass
101 NW A Street
Grants Pass, OR 97526

Agent of Record
Wilson Heirgood Associates
2930 Chad Drive
Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017 — 5/16/2016

Coverage Limits (Per Occurrence):*	
Building and Contents and PIO	Per current CIS Property Schedule
Mobile Equipment	Per current CIS Mobile Equipment Schedule
Earthquake	$5,000,000
Excess Earthquake - *Coverage applies only if coverage limit is shown.*	$5,000,000
Flood	$5,000,000
Excess Flood - *Coverage applies only if coverage limit is shown.*	None
Combined Loss of Revenue and Rental Value	$300,000
Combined Extra Expense and Rental Expense	$300,000
Property in Transit	$150,000
Hired, Rented or Borrowed Equipment	$150,000
Restoration/Reproduction of Books, Records, etc.	$100,000
Electronic Data Restoration/Reproduction	$250,000
Pollution Cleanup	$25,000
Crime Coverage	$50,000
Police Dogs (if scheduled)	$15,000
Off Premises Service Interruption	$100,000
Miscellaneous Coverage	$50,000
Personal Property at Unscheduled Locations	$15,000
Personal Property of Employees or Volunteers	$15,000
Unscheduled Fine Arts	$100,000
Temporary Emergency Shelter Restoration	$50,000
Difference In Conditions - Earthquake & Flood (if any):	**$0**

Extra Items (if any):

*** This represents only a brief summary of coverages. Please refer to the CIS Property Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Locations Covered: Per current CIS Property Schedule.

Perils Covered: Risks of Direct Physical Loss subject to the terms, conditions and exclusions contained in the coverage forms listed below under Forms Applicable.

Deductibles: $10,000 Per occurrence except as noted and as follows (if any).
$5,000 Per occurrence on scheduled mobile equipment items.
Earthquake and Flood: Special deductibles and restrictions per Section 2 of the CIS Property Coverage Agreement.

Total Contribution: $117,967.38 (Property) — $15,000.00 (Excess Earthquake)
$0.00 (Excess Flood) — $0.00 (Difference In Conditions)

Forms Applicable: CIS Property Coverage Agreement - CIS PR (7/1/2016)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____

Authorized Representative / Agent

Date: _____

CIS Equipment Breakdown Coverage Proposal

citycounty insurance services

CIS 1212 Court St NE Salem, OR 97301	**Named Member** City of Grants Pass 101 NW A Street Grants Pass, OR 97526	**Agent of Record** Wilson Heirgood Associates 2930 Chad Drive Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017 — 5/16/2016

Coverage Limits:*

Property Damage	Per current CIS Property Schedule or $100,000,000, whichever is less.
Rental Value/Rental Expense	Included in Property Damage
Extra Expense	Included in Property Damage
Service Interruption	Included in Property Damage
Drying out following a flood	Included in Property Damage
Course of Construction	Included in Property Damage
Computer Equipment	Included in Property Damage
Portable Equipment	Included in Property Damage
CFC Refrigerants	Included in Property Damage
Hazardous Substance	$2,000,000
Data Restoration	$250,000
Perishable Goods	$2,000,000
Expediting Expense	$2,000,000
Demolition	$2,000,000
Ordinance or Law	$2,000,000
Off Premises Property Damage	$250,000
Contingent Rental Value/Rental Expense	$250,000
Newly Acquired Locations	$1,000,000 / 365 days max.
Extended Period of Restoration	30 Days

*** This represents only a brief summary of coverages. Please refer to CIS Equipment Breakdown Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Locations Covered: Per current CIS Property Schedule.
Deductible: $1,000 All Coverages: 24 hour waiting period applies for service interruption.
Contribution: Included
Forms Applicable: Equipment Breakdown Coverage Agreement - CIS BM (7/1/2016)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

CIS Excess Crime Coverage Proposal

citycounty insurance services

CIS
1212 Court St NE
Salem, OR 97301

Named Member
City of Grants Pass
101 NW A Street
Grants Pass, OR 97526

Agent of Record
Wilson Heirgood Associates
2930 Chad Drive
Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017 — 5/16/2016

Excess Crime Coverage

Coverage Limits excess of $50,000 crime coverage provided under the CIS Property Coverage Agreement *

Employee Theft - Per Loss Coverage	$200,000
Forgery or Alteration	Included
Inside Premises - Theft of Money & Securities	Included
Inside Premises - Robbery, Safe Burglary - Other	Included
Outside Premises	Included
Computer Fraud	Included
Money Orders and Counterfeit Paper Currency	Included
Funds Transfer Fraud	Included
Impersonation Fraud Coverage	$100,000

Additional Coverages:

Faithful Performance of Duty	Included

*** This represents only a brief summary of coverages. Please refer to the Excess Crime Policy for detailed coverages, exclusions, and conditions that may apply.**

Locations Covered: Per current CIS Property Schedule.
Contribution: $1,003.50
Forms Applicable: National Union Fire Insurance/Excess Crime Policy

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Excess Cyber Security Expense Coverage Proposal

citycounty insurance services

CIS
1212 Court St NE
Salem, OR 97301

Named Member
City of Grants Pass
101 NW A Street
Grants Pass, OR 97526

Agent of Record
Wilson Heirgood Associates
2930 Chad Drive
Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017	5/16/2016
Excess Cyber Security Expense Coverage	$250,000
Coverage Limits excess of $50,000 coverage provided under the CIS General & Auto Liability Coverage Agreement *	
Notification Costs	Included
Third Party Liability	Included
Penalties	Included
Extortion	Included
Breach Coaching	Included
Public Relations Consulting	Included
Credit Monitoring	Included

*** This represents only a brief summary of coverages. Please refer to the Cyber Security Expense Coverage section of the CIS General & Auto Liability Coverage Agreement for detailed coverages, exclusions, and conditions that may apply.**

Deductible $5,000
Contribution: $1,794.60
Forms Applicable: CIS General & Auto Liability Coverage Agreement - CIS GL/AL (7/1/2016)

To effect coverage, please sign, date and return this form before requested effective date. Fax or email is acceptable

Accepted by: _____
Authorized Representative / Agent

Date: _____

Item: Resolution continuing membership with the CIS Workers' Compensation Self-Insurance Group.

Date: June 1, 2016

SUBJECT AND SUMMARY:

This resolution will continue the City's membership in the CIS Workers' Compensation Self-Insurance Group.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by purchasing Workers' Compensation insurance coverage and services at a reasonable cost.

CALL TO ACTION SCHEDULE:

The CIS Coverage Policy must be renewed by July 1, 2016. Call to action schedule: June 15, 2016.

BACKGROUND:

July 1, 2015, the City became part of the CIS Workers' Compensation Self-Insurance Group instead of being fully self-insured. The City is no longer required to maintain a fund reserve of $1,000,000, nor purchase excess Workers' Compensation insurance. As such, this fiscal year the City's Workers' Compensation fund has seen a reduction of $417,525.

CIS provides a single point of contact for claims processing. Claims processing is now handled more efficiently and the cost of claims have been controlled by the employees' timely return to work. Additionally, the City has improved access to the Employer-at-Injury Program (EAIP). The program defrays employer costs by assisting in providing transitional work during light duty and purchasing necessary equipment to accommodate employees returning to work.

CIS has developed an excellent track record for service and cost containment.

COST IMPLICATION:

Revenue Source: The revenue source for the Workers' Compensation Insurance Fund comes from each operating division. Rates are unique based on a percentage of payroll and job types in that operating division.

The minimum annual contribution for FY'17 will be $93,924 with a maximum total additional risk of $320,402.

ITEM: 2.d. RESOLUTION CONTINUING MEMBERSHIP WITH THE CIS WORKERS' COMPENSATION SELF-INSURANCE GROUP.

Staff Report (continued):

ALTERNATIVES:

Council can direct staff to purchase the Retro Plan through CIS; or
Direct staff to find alternative insurance coverage for Workers' Compensation.

RECOMMENDED ACTION:

It is recommended Council authorize the City Manager to continue membership with the CIS Workers' Compensation Self-Insurance Group.

POTENTIAL MOTION:

I move to approve the resolution authorizing the City Manager to continue membership with the CIS Workers' Compensation Self-Insurance Group.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS CONTINUING MEMBERSHIP WITH THE CIS WORKERS' COMPENSATION SELF-INSURANCE GROUP.

WHEREAS:

1. City County Insurance Services Trust (CIS) was established by the League of Oregon Cities (LOC) and Association of Oregon Counties (AOC) to create and administer pooled retention funds to protect members against the financial consequence of property and casualty losses pursuant to coverage agreements; and

2. CIS provides its Members a broad array of risk management services, including, risk financing, loss prevention and loss control programs, claims management, legal representation, risk management consulting, data gathering, information sharing, training and related services; and

3. The City of Grants Pass finds that membership in CIS is a benefit in managing Workers' Compensation claims.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City is continuing membership with the CIS Workers' Compensation Self-Insurance Group. The City Manager is hereby authorized to execute such documents to effect coverage as described in Exhibit 'A' which is attached hereto and incorporated herein.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of June, 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____ Date submitted to Mayor: _____
Karen Frerk, City Recorder

Approved as to Form, Mark Bartholomew, City Attorney _____

EXHIBIT A

CIS Workers' Compensation Proposal

Retro Plan for Grants Pass

citycounty insurance services

Entity	Agent of Record
City of Grants Pass	Wilson Heirgood Associates
101 NW A Street	2930 Chad Drive
Grants Pass, OR 97526	Eugene, OR 974087382

This Proposal Does Not Bind Coverage
Refer to Coverage Forms for terms, conditions, and limitations of coverage

Coverage Period: 7/1/2016 to 7/1/2017 5/24/2016

Limits of Liability:
Workers' Compensation Per Occurrence - Statutory (Coverage A)
Employer's Liability Per Occurrence - $3,000,000 (Coverage B)

Class Code - Description	Est. Payroll	Member Rate*	Contribution
5506 - STREET/ROAD MAINTENANCE	$341,880.00	8.9816	$30,706.29
7520 - WATER	$935,380.00	4.6762	$43,740.24
7580 - SEWER	$592,263.00	4.0479	$23,974.21
7710 - FIREFIGHTERS & DRIVERS	$2,273,263.00	3.8007	$86,399.91
7720 - LAW ENFORCEMENT	$2,509,027.00	4.0788	$102,338.19
8380 - GARAGE/SHOP	$146,211.00	3.4505	$5,045.01
8411 - PUBLIC SAFETY VOLUNTEERS	$48,000.00	1.8334	$880.03
8411F - VOLUNTEER FIRE FIGHTERS	$163,000.00	1.8334	$2,988.44
8810 - CLERICAL	$4,117,526.00	0.3296	$13,571.37
9102 - PARKS MAINTENANCE	$519,245.00	4.7174	$24,494.86
9410 - MUNICIPAL/COUNTY EMPLOYEES NOC	$770,304.00	1.8952	$14,598.80
Totals:	**$12,416,099.00**		**$348,737.36**

**Member Rate: Per $100 of Est. Payroll. This is provided to assist members with their budgeting process. Rate includes applicable rating factors except calculations in the Contribution Summary box. Due to rounding of decimal points on Member Rate, multiplying Est. Payroll by Member Rate may not equal Contribution exactly.*

Contribution Summary		
Estimated Manual Contribution		$348,737.36
Ex Mod Rating Factor	x	1.05
Estimated Adjusted Contribution	=	$366,174.23
Initial Contribution Factor	x	0.30
State Assessment (6.4%)	+	$23,435.15
Multi-Line Credit	-	$27,463.07
Risk Management Allowance	-	$11,900.66
WC Bonus Program Credit	-	$0.00
****Estimated Annual Contribution**	**=**	**$93,923.69**

***Contribution and assessment are based on current estimated payroll and are subject to year-end audit adjustment.*

Accepted by: _____

Authorized Representative / Agent

Date: _____

City Council Meeting
May 18, 2016
6:00 pm
City Council Chambers

The Council of the City of Grants Pass met in regular session on the above date with Mayor Fowler presiding. The following Councilors were present: Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker, Roler. Also present and representing the City were City Manager Cubic, Assistant City Manager Reeves, Finance Director Meredith, Public Safety Director Landis, Parks & Community Development Director Glover, Public Works Director Canady, City Attorney Mark Bartholomew, and City Recorder Frerk. Absent: Councilor Goodwin.

Mayor Fowler opened the meeting and led the invocation followed by the Pledge of Allegiance.

Proclamation: Poppy Days

Citizen recognition: The Mayor recognized former City Councilor Earl Kellenbeck who recently passed away.

1. PUBLIC COMMENT:

2. PUBLIC HEARING:

Quasi-judicial

a. Ordinance vacating the common property line between tax lots 312 & 313 of map number 36-05-19-BC.

ORDINANCE NO. 16-5685

Councilor Riker moved that the ordinance be read for the first reading, title only. The motion was seconded by Councilor Bouteller. The vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed. The ordinance is read.

Councilor Lindsay moved that the ordinance be read by title only, second reading. The motion was seconded by Councilor Lovelace. The vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed. The ordinance is read.

Councilor Lindsay moved that the ordinance be adopted. The motion was seconded by Councilor Hannum. Mayor Fowler asked if the ordinance should be adopted, signified by roll call vote as follows: Bouteller – yes, DeYoung – yes, Goodwin – absent, Hannum – yes, Lindsay – yes, Lovelace – yes, Riker – yes, Roler – yes. The ordinance was adopted.

b. Ordinance vacating the common property lines between tax lots 200, 300 & 401 of map number 36-05-21-BA and tax lot 302 of map number 36-05-16-CD.

ORDINANCE NO. 16-5686

Councilor Lindsay moved that the ordinance be read for the first reading, title only. The motion was seconded by Councilor Lovelace. The vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed. The ordinance is read.

Councilor Riker moved that the ordinance be read by title only, second reading. The motion was seconded by Councilor Lindsay. The vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed. The ordinance is read.

Councilor Lindsay moved that the ordinance be adopted. The motion was seconded by Councilor Roler. Mayor Fowler asked if the ordinance should be adopted, signified by roll call vote as follows: Bouteller – yes, DeYoung – yes, Goodwin – absent, Hannum – yes, Lindsay – yes, Lovelace – yes, Riker – yes, Roler – yes. The ordinance was adopted.

3. CONSENT AGENDA:

a. Resolution allowing for the street closure for the Grants Pass High School graduation ceremony.

RESOLUTION NO. 16-6419

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 16-6419 be adopted and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The resolution is adopted.

b. Resolution extending Workers' Compensation to Public Safety volunteers.

RESOLUTION NO. 16-6420

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 16-6420 be adopted and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The resolution is adopted.

c. Resolution authorizing the City Manager to enter into a contract for the Redwood Avenue Street Improvements Phase 3, a local government improvement project; Project No. TR6203.

RESOLUTION NO. 16-6421

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 16-6421 be adopted and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The resolution is adopted.

d. Resolution authorizing the City Manager to enter into a three-year renewal of the existing water Master Services Agreement with Murray, Smith & Associates, Inc.

RESOLUTION NO. 16-6422

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 16-6422 be adopted and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The resolution is adopted.

e. Resolution authorizing the City Manager to enter into a cooperative purchasing agreement with the Houston-Galveston Area Council.

RESOLUTION NO. 16-6423

Councilor DeYoung moved and Councilor Lindsay seconded that Resolution 16-6423 be adopted and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The resolution is adopted.

f. Motion acknowledging the receipt of the monthly and quarterly financial reports for quarter ended March 2016.

Councilor DeYoung moved and Councilor Lindsay seconded to acknowledge the receipt of the monthly and quarterly financial reports for quarter ended March 2016 and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

g. Motion approving the minutes of the City Council meeting of May 4, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the City Council meeting of May 4, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

h. Motion acknowledging the minutes of the Committee on Public Art meeting of February 9, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Committee on Public Art meeting of February 9, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

i. Motion acknowledging the minutes of the Committee on Public Art meeting of March 8, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Committee on Public Art meeting of March 8, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

j. Motion acknowledging the minutes of the Tourism Advisory Committee meeting of February 9, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Tourism Advisory Committee meeting of February 9, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

k. Motion acknowledging the minutes of the Historical Buildings and Sites Commission meeting of February 18, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Historical Buildings and Sites Commission meeting of February 18, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

l. Motion acknowledging the minutes of the Historical Buildings and Sites Commission meeting of March 17, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Historical Buildings and Sites Commission meeting of March 17, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

m. Motion acknowledging the minutes of the Historical Buildings and Sites Commission meeting of March 29, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Historical Buildings and Sites Commission meeting of March 29, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

n. Motion acknowledging the minutes of the Urban Tree Advisory Committee meeting of April 11, 2016.

Councilor DeYoung moved and Councilor Lindsay seconded that the minutes of the Urban Tree Advisory Committee meeting of April 11, 2016 be approved and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

4. MATTERS FROM MAYOR, COUNCIL AND STAFF:

a. Appoint a member to the Historical Buildings and Sites Commission.

Councilor Roler moved and Councilor DeYoung seconded that Ward Warren be reappointed to position D on the Historical Buildings and Sites Commission and the vote resulted as follows: "Ayes": Bouteller, DeYoung, Hannum, Lindsay, Lovelace, Riker and Roler. "Nays": None. Abstain: None. Absent: Goodwin. The motion passed.

b. Committee liaison reports.

5. EXECUTIVE SESSION: None

6. ADJOURN:

There being no further business to come before the Council, Mayor Fowler adjourned the meeting at 7:00 p.m.

The ordinances, resolutions and motions contained herein and the accompanying votes have been verified by:

_____

City Recorder

BIKEWAYS AND WALKWAYS COMMITTEE
Meeting Minutes – April 12, 2016 at 12:00 PM
Courtyard Conference Room

Member Attendance:
Joel Peterson (Chair) - Absent
Paul Hart (Vice Chair)
Ken Behymer - Absent
Chip Dennerlein - Absent
Larry Turpen - Absent
Cliff Kuhlman
Mark Lansing - Absent
Leslie Orr
Mark Acosta
Dana Christensen - Absent

City/Staff/Council Liaisons:
Fred Saunders (PCD Senior Planner)
Rob Brandes (JoCo Public Works)
Dan Dorrell (ODOT) - Absent
Valerie Lovelace (City Council)
Keith Heck (County Commissioner) - Absent
Ed Burke (Public Safety)

Guests:
Mayor Darin Fowler

I. Business – Continuing

A. Approval of Minutes – March 8, 2016

MOTION/VOTE
Committee Member Orr moved and Committee Member Christensen seconded the motion to approve the minutes from the March 8, 2016 meeting as presented. The vote resulted as follows: "AYES": Committee Members Hart, Kuhlman, Orr, Acosta and Christensen. "NAYS": None. Abstain: None. Absent: Committee Members Peterson, Behymer, Dennerlein, Turpen, and Lansing. The motion passed.

B. Volunteer of the Year Discussion – Darin Fowler

- The volunteer dinner will be held on July 14th at Reinhart Park. Three awards will be given, one for Volunteer of the Year, one for Volunteer Group of the Year, and one for the Future Citizen Scholarship Program.
- The deadline for applications is June 1st.
- Mayor confirmed that any area volunteer can be nominated. City Committees are not excluded from being nominated.

C. Updates From Staff/Liaison and questions for Staff/Liaison

1. Public Safety

- None

2. City

- The trail repairs at Allen Creek Trail and Allendale School have been postponed until school is out due to the wet weather during spring break.
- Removing some hazard Cottonwood Trees.

- Plans available for bid on April 28th for the Redwood Ave Projects. There will be a pedestrian crossing at Allen Creek and a flashing beacon at Redwood Circle.
- Working with District 7 on the Portola Trail around Riverside School.
- Lincoln road from Bridge to Reinhart Park is in construction
- Next year looking into Pine ST and Greenwood Ave.
- A committee member let Fred know that a crosswalk is needed at Midland and Lawnridge.
- A committee member let Fred know that the sharrows at 6th and M appear to be in the wrong lane.

3. County

- Tom pierce park trail is starting to sink. There are no solutions at this point, will be an extensive project.
- Working on restenciling, more signage, potholes, and chip seals.
- The S curve where Upper River Rd comes into G St has an excessive amount of gravel on the right.

4. ODOT

- The sharrows at the approach to Caveman Bridge need to be restriped.

D. Club NW Bike Rodeo May 21st – Volunteers and Bike Shop Contacts

- Darcie put together a flyer for the event.
- Leslie is going to talk to the owners at BikeKraft and see if they will be willing to volunteer to be at the rodeo and service bikes.
- Don has volunteered in the past and would be another option.
- Darcie needs the commitment to put the information in the flyer as soon as possible.
- Looking for volunteers to set up and to help run it. Dana will be there, Paul will be there.

II. Business – New

- Joel Peterson is stepping down.
- Need to find a new Chair and committee member.

Next meeting date: May 10, 2016 at 12:00 pm in the Courtyard Conference Room

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

BIKEWAYS AND WALKWAYS COMMITTEE
Meeting Minutes – May 10, 2016 at 12:00 PM
Courtyard Conference Room

Member Attendance:
Joel Peterson (Chair)
Paul Hart (Vice Chair)
Ken Behymer - Absent
Chip Dennerlein - Absent
Larry Turpen
Cliff Kuhlman
Mark Lansing
Leslie Orr
Mark Acosta - Absent
Dana Christensen - Absent

City/Staff/Council Liaisons:
Fred Saunders (PCD Senior Planner)
Rob Brandes (JoCo Public Works)
Dan Dorrell (ODOT) – Absent

Valerie Lovelace (City Council)
Keith Heck (County Commissioner) - Absent

Guests:
Brian Heron

I. Business – Continuing

A. Approval of Minutes – April 12, 2016

MOTION/VOTE
Committee Member Orr moved and Committee Member Kuhlman seconded the motion to approve the minutes from the April 12, 2016 meeting as amended. The vote resulted as follows: "AYES": Committee Members Peterson, Hart, Turpen, Kuhlman, Lansing, and Orr. "NAYS": None. Abstain: None. Absent: Committee Members Behymer, Dennerlein, Acosta, and Christensen. The motion passed.

B. Bike Share Program discussion

- The Bike Committee decided to shelf this agenda item until further notice.

C. Updates From Staff/Liaison and questions for Staff/Liaison

1. City

- Fred showed the committee the proposed options for the Allen Creek road improvements.
- The citizenry supports option one.
- All three of the plans have a third turn lane, it would be possible to use the turn pockets for tree islands.
- The City will likely need to buy some properties as right of way to make space.
- There was a discussion about the driveways needing to be long enough for cars to not be parked in the bike path.
- There was a discussion of the pros and cons of practicality vs. the beauty of landscaping. The price difference was also vast.
- City Council would like input from the bike committee on the potential plans.
- There was a discussion regarding the possibility of focus sites in the middle lane, offering canopy to citizens to put on private property, and putting

landscaping behind sidewalk on the City right of way that would need to be bought.

- The committee decided that a combination of plans one and two would be best for the general needs of the community. They like the idea of the road plan, landscaping at the turning pockets, and the possibility of roundabouts.

MOTION/VOTE

Committee Member Dennerlein moved and Committee Member Orr seconded the motion to give support for a combination of the Allen Creek proposed plans one and two with the road plan and landscaping at the turning pockets. The vote resulted as follows: "AYES": Committee Members Peterson, Hart, Turpen, Kuhlman, Lansing, and Orr. "NAYS": None. Abstain: None. Absent: Committee Members Behymer, Dennerlein, Acosta, and Christensen. The motion passed.

2. **County**
   - Copeland recieved the bid for the Allen Creek/Redwood Ave project. The demolition work is done. There will likely be a construction schedule out around the second week of June.
   - The turn by South Middle School on West Harbeck starts Thursday.
   - County will be submitting an application for federal lands access money. This will be directed towards adding three miles of guardrail on Merlin-Galice Rd. They should know in early July if the grant was approved.
   - There will be a realignment at the Three Pines intersection.
   - There will be no chip seals this year, just paving.

3. **ODOT**
   - Fred let the committee know that ODOT presented a project to add RRFBs on 6th and 7th street. There should be six installed.
   - They will also be fixing the bump at the 7th St bridge.
   - Speeding down d st? any options?
   -

D. Club NW Bike Rodeo May 21st – Volunteers and Bike Shop Contacts

- Event should be from 9:00am-1:00pm. There was a call for members of the bike committee to volunteer.

II. Business – New

- There was a discussion about bringing back Ride with the Leaders.
- Councilor Lovelace let the committee know that she reached out to district seven schools. She was told that while they aren't able to have curriculum for bike safety this year they would be happy to send flyers home with their kids regarding the upcoming safety event. Valerie suggested that the curriculum might be better received next year in October during bike week.
- Next month is Joel's last meeting.

Next meeting date: June 14, 2016 at 12:00 pm in the Courtyard Conference Room

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

COMMITTEE ON PUBLIC ART
Meeting Minutes – April 12, 2016 at 5:30 pm
Courtyard Conference Room

Committee Members:
Dennis Dreher (Co-Chair)
Dennis Hatch (Co-Chair)
Jill Smith – Absent
Cara Vincent
Al Devine
Cynthia Charat - Absent
Cal Kenney
Bee Bantug
Julie Imhof – Absent

City/Staff/Council Liaisons:
Shonna Bouteller (City Council)
Darin Fowler (Mayor)
Susan Seereiter (City Business Advocate)

Guests:

1. **Introductions (Volunteer of the Year Application – Darin Fowler)**
   - The Volunteer Dinner will be held on July 14th at Reinhart Park.
   - 3 awards will be given- Volunteer of the Year, Volunteer Group of the Year, Future Citizen of the Year
   - Forms to nominate a volunteer in the community are available on the website, at admin, or Darin has some available.
   - Anyone within the community is eligible to be nominated.

2. **Review/Approval of Minutes** (from February 9, 2016 and March 8, 2016 meetings)

Committee Member Kenney moved and Committee Member Devine seconded the motion to approve the minutes from February 9, 2016 as submitted. The vote resulted as follows: "AYES": Committee Members Dreher, Hatch, Vincent, Devine, Kenney, and Bantug. "NAYS": None. Abstain: None Absent: Members Imhof, Smith, and Charat. The motion passed.

Committee Member Bantug moved and Committee Member Devine seconded the motion to approve the minutes from March 8, 2016 as submitted. The vote resulted as follows: "AYES": Committee Members Dreher, Hatch, Vincent, Devine, Kenney, and Bantug. "NAYS": None. Abstain: None. Absent: Members Imhof, Smith, and Charat. The motion passed.

3. **Comments: Chairs, Council Liaison and Staff Liaison**
   - Co-Chair Dennis D encouraged the sub-committees to meet regularly and bring their discussions back to the committee as a whole.
   - .City has embarked on an urban renewal process

- Branding is complete. Susan shared samples of some of the new wayfinding signs.
- RDI – Rural Development Initiatives - did a first impressions study of the city. Susan encouraged committee members to attend. April 15th in the Council Chambers.

4. Americans for the Arts Survey – Guest – Hyla Lipson

- Hyla not present.

5. Discussion of location for 2016 Art Project

- $15,000 allocated for a parking lot. Where and how to spend that?
- The committee had a discussion over whether the Owl parking lot or the Osprey parking lot would be better.

Committee Member Devine moved and Committee Member Bantug seconded the motion to have the location for the 2016 Art Project be the Osprey Parking Lot. The vote resulted as follows: "AYES": Committee Members Dreher, Hatch, Vincent, Devine, Kenney, and Bantug. "NAYS": None. Abstain: None. Absent: Members Imhof, Smith, and Charat. The motion passed.

- Dennis D volunteered to draft a a Call to Artists for the Osprey Lot piece.
- The Committee discussed forming a sub-committee with the purpose of partnering with the HBSC to develop an approval process for the murals within the Historic District. Committee members Vincent, Devine, Bantug, and Hatch volunteered.
- Darin expressed his approval with COPA's plans to bring art to the City by adding a new art piece to a parking lot each year.
- Dennis D and Susan will explore possibilities for developing fee-based funding for Public. Dennis D will report back to the Committee as a whole.
- The Committee had a discussion on whether a 1% or a 2% charge to developers would be more beneficial.

6. Visions/Ideas – Bee

- Bee expressed that she would like to fine tune some of the programs that are already in place for the next five years and draw attention to them.
- Bee brought up that she would like to see more marketing and possibly a better website for COPA. Possibly come up with a nickname or a tag line, or a phrase to help identify COPA and let the community know what COPA does and what they are all about
- It was mentioned that COPA's main purpose is as an advisory board only and they are not meant to do marketing. It was recommended to discuss this with Shonna as she is the Council liaison.
- Bee wants to release news releases to paper, news, etcetera about what COPA is doing.

- She wants to make available space for drums circles and other forms of Public Art. She was told to talk to Jon Bowen about First Friday. The broader vision is wonderful but they aren't all necessarily COPA related. COPA is only for advisory on public art.

7. Sub-Committee updates

A. **Inventory/Catalog**
   - Bee was able to give Cara some older documents and information to add to the database she will be working on.
   - Need to set a timeline for look at art.

B. **5th and H Development**
   - None.

C. **Forest Service Property (Ad Hoc Committee)**
   - Is this architecture public art?
   - Should COPA tour the building?

8. Activity Reports (Cal – revive City Employee Art show & Mural of the Month. Al – Raccoons and River Children update)

- Al sent out PDFs on the River Children – create a series of art all the way from downtown to the river
- Al Devine presented Raccoon Alley as a public Art project. The Project would extend from the bump outs on 6th street to the corner of 5th and H. Al will be putting it all together. Jan Van Ek is the artist he is currently speaking to.
- Cal requested to table his items until next meeting.

9. Other CoPA Business

- None.

Next Meeting: May 10, 2016 5:30pm, Courtyard Conference Room

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

URBAN AREA PLANNING COMMISSION
MEETING MINUTES
April 13, 2016 – 6:00 P.M.
Court Yard Conference Room

1. **ROLL CALL:**

The Urban Area Planning Commission met in regular session on the above date with Chair Gerard Fitzgerald presiding. Vice Chair Jim Coulter and Commissioners Loree Arthur, David Kellenbeck, Blair McIntire, Dan McVay, Lois MacMillan, and Robert Wiegand were present. Also present and representing the City was Parks & Community Development (hereafter: PCD) Director Lora Glover and PCD Senior Planner Joe Slaughter. City Council Liaison Rick Riker was present as well.

2. **VOLUNTEER OF THE YEAR DISCUSSION - Darin Fowler:**

- The Volunteer dinner will be held at Reinhart Park on July 14th. Three awards will be given for the Volunteer of the Year, for the Volunteer Group of the Year, and the Future Citizen of the Year. The deadline for applications is June 1st. Additional application forms can be found at City Administration or on the City website. Please nominate anyone you feel is deserving.

3. **ITEMS FROM THE PUBLIC:** None.

4. **PUBLIC HEARING:**

   a. **201-00103-16 & 301-00100-16: Major Site Plan Review and Major Variance ~ Gospel Rescue Mission Indoor Industrial Building - Pg. 1-64**

- Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 201-00103-16 & 301-00100-16: Major Site Plan Review and Major Variance ~ Gospel Rescue Mission Indoor Industrial Building. We will begin the hearing with a staff report followed by a presentation by the applicant, statements by persons in favor of the application, statements by persons in opposition to the application, and an opportunity for additional comments by the applicant and staff. After that has occurred, the public comment portion will be closed and the

matter will be discussed and acted upon by the Commission. Is there anyone present who wishes to challenge the authority of the Commission to consider this matter? Seeing none do any Commissioners wish to abstain from participating in this hearing or declare a potential conflict of interest? Seeing none are there any Commissioners who wish to disclose discussions, contacts, or other ex parte information they have received prior to this meeting regarding this application? Seeing none in this hearing the decision of the Commission will be based on specific criteria which are set forth in the development code. All testimony which apply in this case are noted in the staff report. If you would like a copy of the staff report please let us know and we will try and get you one. It is important to remember if you fail to raise an issue with enough detail to afford the Commission and the parties an opportunity to respond to the issue you'll not be able to appeal to the Land Use Board of Appeals based on that issue. The hearing will now proceed with a report from staff.

- Joe gave the staff report.
- It was brought up that the lease says they need prior consent for the variance; the Commission would like to confirm they have that consent.
- Alan Harper with Ausland Group – 130 A Street Ashland, OR 97520
- Mr. Harper let the Commission know that this was a very challenging project with a challenging piece of property. His job is to get the design to work with this odd piece of property. It is a narrow strip of land and trying to find an indoor industrial use that will meet the land was difficult.
- It was challenging - we wanted to build out as much of the side as possible, while trying to respect as much of the code as possible. Had the building shift from a more retail use to a more industrial look as it moves down foundry. Tried to meet a balance between uses and keep a pedestrian feel at the retail area while keeping with the spirit of the policy of the code.
- Willing to add windows in the back and made an amendment in the plan.
- To answer the Commissions question there was no formal consent on the lease but they will be sending in forms to have written consent.
- Ken Emilio – Gospel Rescue Mission, 1300 Pinecrest Dr. Grants Pass, OR 97526

- In addressing concerns about the lease holders saying no to the request Mr. Emilio said that they aren't asking for anything more than they already have from railroad. He is confident in the railroad granting permission
- They are asking the Commission to help make a multi-purpose facility that can act as a food packaging area, a clothing donation area, a donation center, a thrift store, and a shelter.
- The cut out in the front works well for a bus stop area for the children that are at the shelter.
- "Commissioner Kellenbeck asked what happens to the entrance on Foundry, what happens to it during the week? Is it a walk up or does someone park there and try to walk in?
- Right now the access to the building is from the back of the building by the parking lot. Foundry entrance is part of retail front, but no parking will be accessible and it will mainly be used to get kids in and out.
- Bernie Beck 234 peppermint lane – Bernie owns property close by and is concerned that this may attract more homeless to camp out in the surrounding neighborhoods. She has concerns about the safety of the area.
- Lora let it be known that Public Safety had their own concerns when the sobering center went in and they said additional forces would be put in the area to avoid that happening. With the addition of the sobering center these people may be there rather than on the street.
- Mr. Emilio let it be known that they have been restricting services and increasing standards to keep unsavory people away.
- Mr. Harper let the Commission know that the cross access easement is only on railroad property and asked that the condition be modified to reflect that the easement permissions will not be required.
- The commission asked Lora if the number should be kept in the discretionary. Lora said to keep it in the motion a staff is going to amend the recommendation on the staff report. The applicant is comfortable with the time frame of May 11th.

MOTION/VOTE

Commissioner MacMillian moved and Commissioner Coulter seconded the motion to approve the variance of the five feet into the required ten foot setback. The vote resulted as follows: "AYES": Chair Fitzgerald and Vice Chair Coulter and Commissioners Kellenbeck, McIntire, Arthur, MacMillion, Wiegand, and McVay. "NAYS": None. Abstain: None. Absent: None. The motion passed.

Commissioner Kellenbeck moved and Commissioner McIntire seconded the motion to approve the site plan with the two additions of the window above the exterior shown on exhibit nine and the modified condition of A.1.a and the exclusion of conditions A.2.c.i and A.2.c.ii. The vote resulted as follows: "AYES": Chair Fitzgerald and Vice Chair Coulter and Commissioners Kellenbeck, McIntire, Arthur, MacMillion, Wiegand, and McVay. "NAYS": None. Abstain: None. Absent: None. The motion passed.

5. **CONSENT AGENDA:**

   a. FINDINGS OF FACT: 201-00103-16 & 301-00100-16: Major Site Plan Review and Major Variance ~ Gospel Rescue Mission Indoor Industrial Building - Pg. 65-87

   - Moved to May 11, 2016.

6. **OTHER ITEMS/STAFF DISCUSSION:**

   - None.

7. **ITEMS FROM COMMISSIONERS:**

   - Commissioner Coulter asked if City Council sees the minutes. He is wanting to make sure that Council has the opportunity to see Ms. Beck's safety concerns.
   - The commission wants to make sure we're getting what we asked for and approved on future projects.
   - Lora let the Commission know that in the future when we see items in the artist rendering staff will be careful to make sure they are conditioned to be included in the site plan.

- Commissioner ~~Arthur~~ MacMillan will be gone for 6 weeks in England for the month of July until the middle of August.

8. ADJOURNMENT:

Chair Fitzgerald adjourned the meeting at 7:05 P.M.

Gerard Fitzgerald, Chair
Urban Area Planning Commission

May 11, 2016
Date

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

Item: Ordinance amending Grants Pass Municipal Code Chapter 9.21 Sign Standards, Sections 9.21.610, 9.21.630 and 9.21.640 ~ Temporary Political Signs.

Date: June 1, 2016

SUBJECT AND SUMMARY:

The proposal is an ordinance amending allowable temporary political signs in the City of Grants Pass.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goals to **KEEP CITIZENS SAFE** by providing a safe environment for the traveling public.

CALL TO ACTION SCHEDULE:

Call to action schedule: N/A

BACKGROUND:

Grants Pass Municipal Code Sections 9.21.610- 9.21-650 defines the use for temporary political sign standards for commercial, industrial and residential zones. The existing provisions do not limit the number of signs allowed or the height of signs. For commercial and industrial zones, signs are limited in size to 32-square-feet. Signs in the residential zones are limited to 3 square feet.

The current Code does not address the combining of signs on a support structure or a height limitation. The lack of such provisions allows for a virtual wall of signs to be installed without a permit or building safety/engineering requirements. As signs are generally installed adjacent to a public right-of-way, this could cause a safety hazard for passing vehicles. The wind storms Grants Pass experienced this spring knocked over several temporary signs (at least one which was a combined sign approximately 400 square feet in size and 16 feet high along the Parkway). This situation could have caused damage to passing motorists. The proposed amendment would limit the size and maximum height of a temporary sign to 6 ft., and would limit the size of combined signs (those on a shared support) to the maximum square footage allowed in the respective zone.

ITEM: 3.a. ORDINANCE AMENDING GRANTS PASS MUNICIPAL CODE CHAPTER 9.21 SIGN STANDARDS, SECTIONS 9.21.610, 9.21.630 AND 9.21.640 ~ TEMPORARY POLITICAL SIGNS.

Staff Report (continued):

The proposed amendment to Section 9.21.610, provides clear definitions for temporary political signs:

A. Temporary Political Yard Signs are those signs which are 3 square feet or less with individual support.

B. Temporary Political Oversized Signs are those signs which are a maximum of 32 square feet in size with individual support.

The proposed amendment to Sections 9.21.630 and 9.21.640, still allows for unlimited "yard" signs in the commercial, industrial and residential zones, and three 32-square-feet "oversized" signs in the commercial and industrial zones. However, if the signs are mounted on a common support structure, the overall signage cannot exceed the size allowed in the respective zone, and cannot exceed 6 feet in height.

COST IMPLICATION:

None.

ALTERNATIVES:

1) Approve the ordinance as proposed;

2) Modify the ordinance and adopt with additional changes; or

3) Reject the amendments as proposed.

RECOMMENDED ACTION:

It is recommended the Council approve the Ordinance.

POTENTIAL MOTION:

I move to approve the Ordinance amending Grants Pass Municipal Code Chapter 9.21, Sections 9.21.610, 9.21.630 and 9.21.640 ~ Temporary Political Sign Standards.

Exhibit A

9.21.610 Temporary Political Signs Defined

A temporary political sign is a rigid or flexible material used to advertise a candidate or ballot measure.

A. *Temporary Political Yard Signs are those signs which are 3 square feet or less with individual support.*

B. *Temporary Political Oversized Signs are those signs which are a maximum of 32 square feet in size with individual support.*

9.21.620 General Placement Rules for all Temporary Political Signs

A. Temporary political signs must be placed behind any sidewalk and cannot extend on or over public property or public right-of-way.

B. Temporary political signs may be placed on vacant property.

C. A "double sided" temporary political sign with no more than six inches of separation between each plane is considered a single sign.

D. Temporary political signs may be erected no earlier than 11 weeks prior to the applicable election and must be removed no later than one week after the applicable election.

9.21.630 Temporary Political Signs in Industrial and Commercial Zones

~~There is no limit to the number of temporary political signs which may be placed on property in an industrial or commercial zone. However, no temporary political sign in an industrial or commercial zone may exceed 32 square feet. A sign permit is not required for these signs.~~

There is no limit to the number of temporary political yard signs which may be placed on property in the industrial or commercial zones.

A maximum of three (3) temporary political oversized signs are allowed per property. If signs are attached to the same support, the overall signage cannot exceed 32 square feet and six feet in height.

9.21.640 Temporary Political *Yard* Signs in Residential Zones

There is no limit to the number of temporary political *yard* signs which may be placed on a single lot in a residential zone. *If signs are attached to the same support, the overall area cannot exceed 3 square feet and six feet in height.* ~~However, each sign cannot~~

~~exceed 3 square feet. A sign permit is not required for these signs.~~

9.21.650 Enforcement

A. Candidates shall remove and City employees are authorized to remove and dispose of any sign which does not have a valid sign permit and which is located on or over public property or public right of way.

B. Candidates shall remove and City employees are authorized to remove and dispose of any temporary political sign erected earlier than 11 weeks prior to the applicable election or not removed within one week after the applicable election.

ORDINANCE NO.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GRANTS PASS AMENDING GRANTS PASS MUNICIPAL CODE CHAPTER 9.21 SIGN STANDARDS, SECTIONS 610, 630 AND 640 ~ TEMPORARY POLITICAL SIGNS.

WHEREAS:

1. Title 9 of the City of Grants Pass Municipal Code was most recently revised on April 20, 2016; and

2. It is appropriate to review and make modifications to code provisions from time to time in order to address changing needs and provide for public safety; and

3. The proposed amendments are consistent with preserving the aesthetic quality of the City of Grants Pass; and

4. The proposed amendments to regulate temporary political signage are in keeping with the goals of the City Council to keep citizens safe.

NOW, THEREFORE, THE CITY OF GRANTS PASS HEREBY ORDAINS:

Section 1. The City hereby adopts the proposed amendments to the Grants Pass Municipal Code Chapter 9.21, Sign Standards, Sections 9.21.610, 9.21.630 and 9.21.640 Temporary Political Signs as set forth in Exhibit 1.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day June, 2016, with the following specific roll call vote:

AYES:

NAYS: **ABSTAIN:** **ABSENT:**

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this _____ day of June 2016.

_____
Darin Fowler, Mayor

ATTEST:

_____ Date submitted to Mayor: _____
Karen Frerk, City Recorder

Approved as to Form, Mark Bartholomew, City Attorney _____

Exhibit 1

9.21.610 Temporary Political Signs Defined

A temporary political sign is a rigid or flexible material used to advertise a candidate or ballot measure.

A. Temporary Political Yard Signs are those signs which are 3 square feet or less with individual support.

B. Temporary Political Oversized Signs are those signs which are a maximum of 32 square feet in size with individual support.

9.21.620 General Placement Rules for all Temporary Political Signs

A. Temporary political signs must be placed behind any sidewalk and cannot extend on or over public property or public right-of-way.

B. Temporary political signs may be placed on vacant property.

C. A "double sided" temporary political sign with no more than six inches of separation between each plane is considered a single sign.

D. Temporary political signs may be erected no earlier than 11 weeks prior to the applicable election and must be removed no later than one week after the applicable election.

9.21.630 Temporary Political Signs in Industrial and Commercial Zones

There is no limit to the number of temporary political yard signs which may be placed on property in the industrial or commercial zones.

A maximum of three (3) temporary political oversized signs are allowed per property. If signs are attached to the same support, the overall signage cannot exceed 32 square feet and six feet in height.

9.21.640 Temporary Political Yard Signs in Residential Zones

There is no limit to the number of temporary political yard signs which may be placed on a single lot in a residential zone. If signs are attached to the same support, the overall area cannot exceed 3 square feet and six feet in height.

9.21.650 Enforcement

A. Candidates shall remove and City employees are authorized to remove and dispose of any sign which does not have a valid sign permit and which is located on or over public property or public right of way.

B. Candidates shall remove and City employees are authorized to remove and dispose of any temporary political sign erected earlier than 11 weeks prior to the applicable election or not removed within one week after the applicable election.

Item: Resolution amending the comprehensive fee schedule to add social gaming license fee. Date: June 1, 2016

SUBJECT AND SUMMARY:

This resolution amends the comprehensive fee schedule by adding a fee for social gaming licenses.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goal of **LEADERSHIP** by effectively managing and communicating the fees and charges of the City and by maintaining the fiscal health of the City.

CALL TO ACTION SCHEDULE:

The Social Gaming Ordinance will take effect on June 2, 2016. The fee schedule should be amended prior to that date in order to accommodate applicants. Call to action schedule: June 1, 2016.

BACKGROUND:

The City Council implemented an ordinance permitting social gaming businesses. The ordinance provides that there will be a license fee, set by resolution.

This resolution would set the social gaming license fee at the same level as the amount of the annual business and occupational tax. This annual license fee would be in addition to the business tax amount and the schedule of social gaming license fees would appear as follows in the comprehensive fee schedule:

Social Gaming Annual License Fee	
Number of Owners and Employees engaged in the business in Grants Pass:	
1 or 2	$ 50.00
3	$ 72.00
4	$ 96.00
5	$ 120.00
6	$ 132.00
7	$ 144.00
8	$ 156.00
9	$ 168.00
10	$ 180.00
11	$ 186.00
12	$ 192.00
13	$ 198.00
14	$ 204.00
15	$ 210.00
More than 15: See Business & Occupational Tax Fee Schedule	variable

Staff Report (continued):

COST IMPLICATION:

Costs will include variable amounts of staff time to evaluate applicants for compliance with the criminal background requirements in the Social Gaming Ordinance. This fee schedule would provide $50 or more revenue per license, depending upon what the occupational tax would be for each applicant.

ALTERNATIVES:

The ordinance requires the adoption of a fee. Council is free to choose the fee, or can amend the ordinance to provide for the free issuance of a license.

RECOMMENDED ACTION:

It is recommended the Council adopt the resolution amending the comprehensive fee schedule to implement a license fee equal to the underlying occupational tax for the business.

POTENTIAL MOTION:

I move to approve the resolution amending the comprehensive fee schedule.

RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AMENDING THE COMPREHENSIVE FEE SCHEDULE BY ADDING A FEE FOR SOCIAL GAMING LICENSES.

WHEREAS:

1. The City Council legalized social gaming businesses by ordinance; and

2. Grants Pass Municipal Code 4.21.050 provides for the establishment of a license fee to be set by resolution; and

3. Fees are set forth on the comprehensive fee schedule.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass:

Section 1. The comprehensive fee schedule is amended to include "Social Gaming Licenses." The fee for such licenses shall be the same as, but in addition to, the annual business and occupational tax for the licensee's business.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of June 2016 to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

Item: Resolution awarding Ward Warren (230 NW 6th Street) a design grant in the amount of $3,901.25, and a building renovation grant in the amount of $50,000. Date: June 1, 2016

SUBJECT AND SUMMARY:

This resolution would authorize the payment of a building renovation grant in the amount of $50,000 and a design grant in the amount of $3,901.25 for the building located at 230 NW 6th Street for improvements, in accordance with the Building Renovation Loan and Grant Program.

RELATIONSHIP TO COUNCIL GOALS:

The revised program supports Council's goals of encouraging **ECONOMIC PROSPERITY** by providing needed capital to a growing local business owner.

CALL TO ACTION SCHEDULE:

Call to action schedule: N/A

BACKGROUND (Grant Program):

The purpose of the Grants Pass Building Renovation Loan and Grant Fund is to provide low cost financing and grants for the restoration/renovation of buildings in the downtown core (Central Business District) and the 6th and 7th Street corridor to increase the safety as well as potential usability and aesthetics of those structures.

On March 4, 2015, the City Council amended the Building Renovation Loan and Grant Program to include the 6th & 7th Street corridor from the north I-5 interchange south to the Rogue River, including the Central Business District (CBD). The loan/grant program is intended to accomplish the following goals:

1. To encourage the renovation of structures built prior to the statewide adoption of Oregon's first building codes; and
2. To provide higher levels of safety in these structures by improving the life safety attributes of these structures during fire and seismic events; and
3. To increase the rentable space in the downtown for commercial and residential uses; and
4. Provide much needed financial assistance to the owners of the buildings to accomplish these ends.

Prior to the adoption of the Building Renovation Loan and Grant Program, the fund was used for loans for the improvement of downtown building facades and for grants to offset SDC impacts to industrial uses.

ITEM: 3.c. RESOLUTION AWARDING WARD WARREN (230 NW 6TH STREET) A DESIGN GRANT IN THE AMOUNT OF $3,901.25, AND A BUILDING RENOVATION GRANT IN THE AMOUNT OF $50,000.

Staff Report (continued):

BACKGROUND (structure):

In 1974, the State of Oregon adopted a statewide building code as a means to bring the building criteria for every city and county under one all-inclusive code. The initial structural code was written with the desire to achieve a uniform method of building that provides a safe environment and efficient egress during emergency situations.

Since the adoption of that code, requirements for building safety have changed with the understanding of building materials and egress design for emergencies. Current structural codes provide a better guide to providing a safer environment during fires and emergency situations. The building at 230 NW 6th Street, was built in1910 is located inside of the newly expanded Historic District.

This property initially received a grant award in 2015. The grant has subsequently expired, requiring that the property owner submit a new request. A portion of the design grant was paid out in the amount of $1,098.75. Mr. Warren indicated that his project was delayed due to extensive water damage and unforeseen delays regarding other necessary repairs. His plan for the structure upon completion is for a mixed use retail.

The request for the $3,901.25 design grant and the $50,000 building renovation grant includes improvements for emergency egress in accordance with current code requirements, new exit doors and a modified layout to improve existing access. Exterior improvements included the removal of the metal canopy, refinishing of walls, restoration of windows, and replacement of exterior windows as needed for code compliant exit egress. Interior improvements provide one dedicated stair shaft for the upper level of the building, independent of the adjoining building (232 NW 6th).

A photo of the existing façade is Exhibit "A." A rendering of the proposed improvements is attached as Exhibit "B." The applicant's proposed project financing worksheet indicates total tenant improvements in the amount of $130,000.

COST IMPLICATIONS:

Revenue Source: Industrial and Downtown Loan Fund.

A budget of $167,000 has been approved by the City Council for this program in FY16. The remaining unencumbered funds are approximately $90,803.00. Staff anticipates that additional funds may become available upon the relinquishment of previously awarded funds.

ALTERNATIVES:

1. Approve the proposed grant award; or
2. Deny the proposed grant award.

RECOMMENDED ACTION:

It is recommended that Council approve the extension of the time period for the adopted grant award of the $3,901.25 design grant and the $50,000 building renovation grant for the building located at 230 NW 6th Street.

Staff Report (continued):

POTENTIAL MOTION:

I move to approve the resolution awarding Ward Warren a design grant in the amount of $3,901.25 and the building renovation grant in the amount of $50,000 for 230 NW 6th Street.

EXHIBIT A

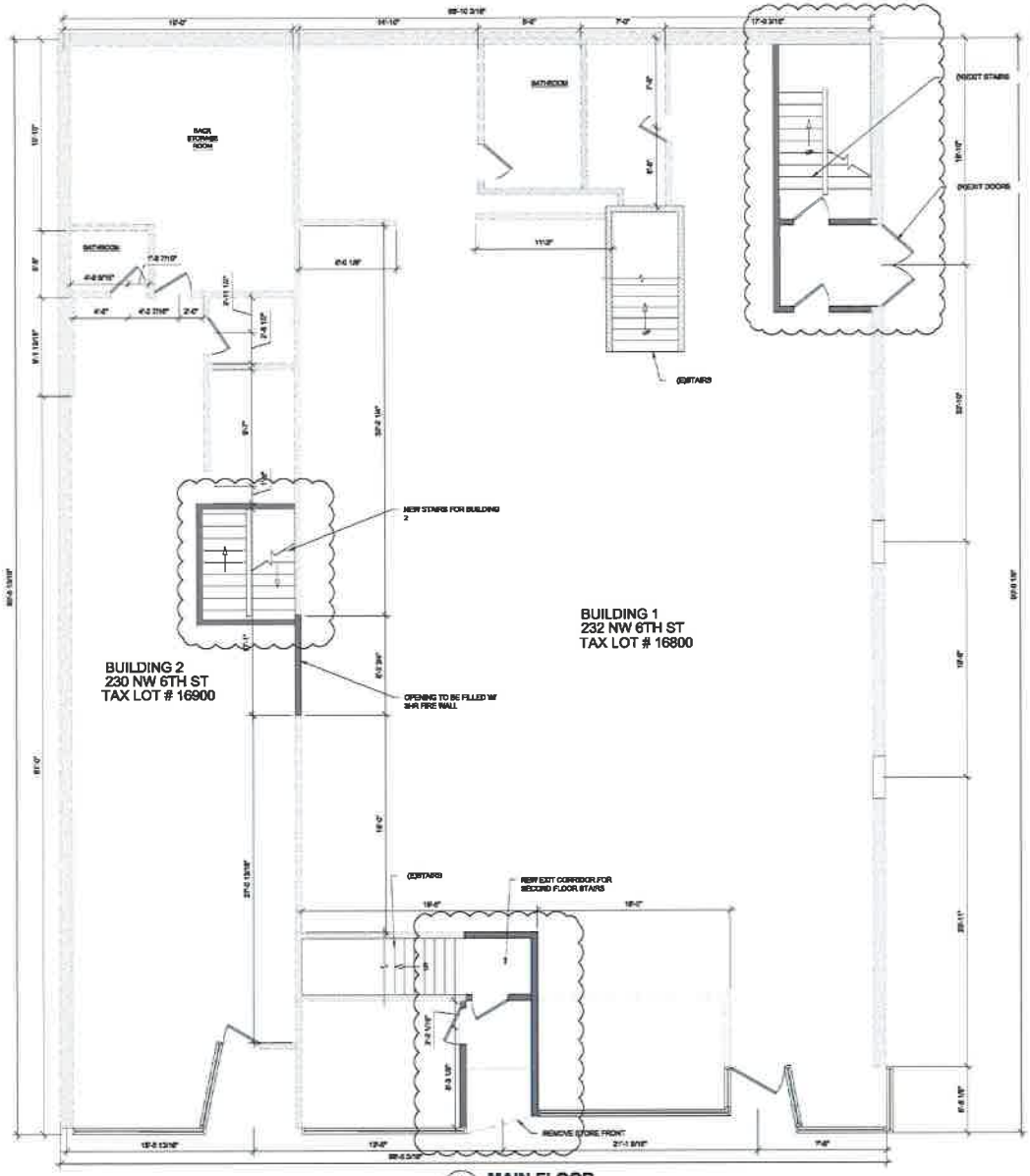
Building 1: Remove existing metal canopy and refinish exterior wall and windows
Expose existing round windows and return building elevations to original design
Provide additional exit to replace storefront
Replace existing door for code compliant egress

EXHIBIT A1
Restore existing windows behind exterior metal canopy and interior paneling

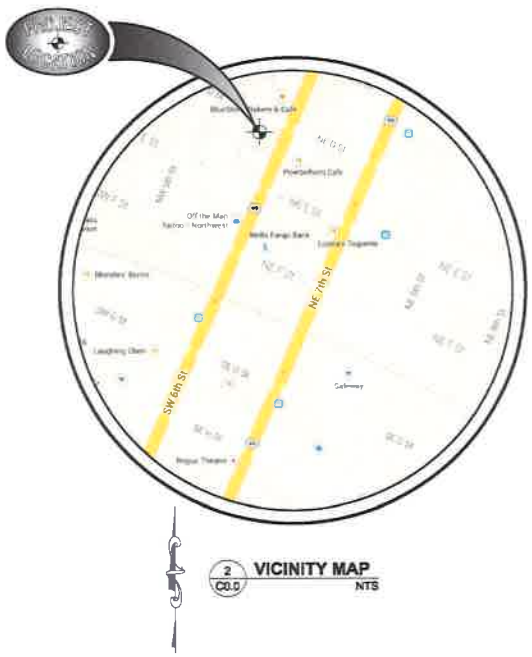
EXHIBIT B

PROPOSED BUILDING IMPROVEMENTS

230 & 232 NW 6TH ST, GRANTS PASS, OR



1 C0.0 MAIN FLOOR
3/16"= 1'-0"



2 C0.0 VICINITY MAP
NTS

SHEET INDEX

C0.0 COVER SHEET
C1.0 FLOOR PLAN MEZZ
C2.0 FLOOR PLAN 3RD FLOOR

WARD WARREN
PROPOSED BUILDING IMPROVEMENTS

ZBINDEN • CRATER • SOUDERS

PROJECT NO:
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FOR INFORMATION ONLY

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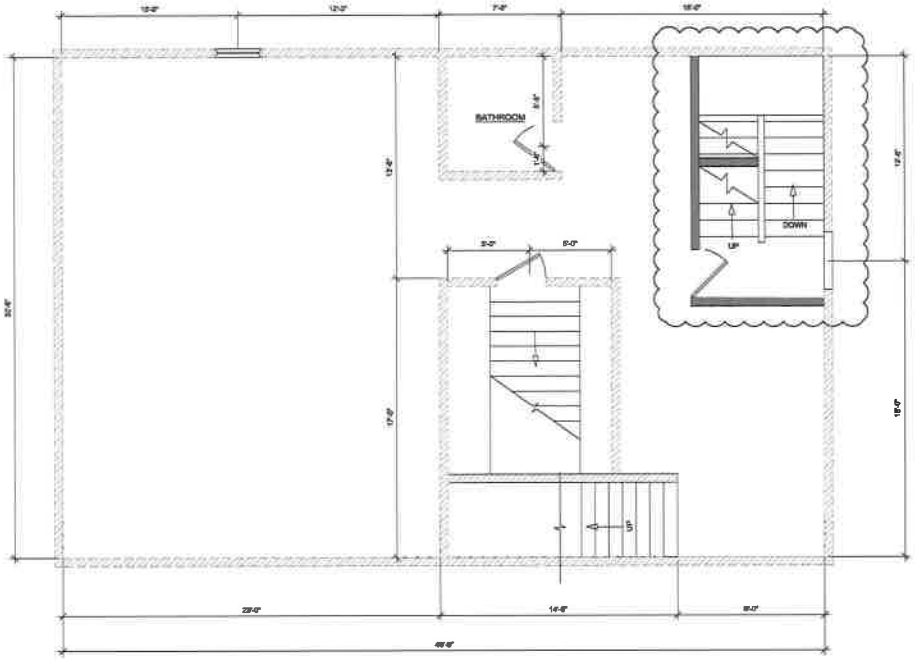
EXHIBIT B.1



1 C1.0 **MEZZANINE**
1/4"= 1'-0"

WARD WARREN
PROPOSED BUILDING IMPROVEMENTS

ZBINDEN • CARTER • SOUDERS

PROJECT NO:
DRAWN:
CHECKED:
DATE:

FOR INFORMATION ONLY

EXPIRES: 12-

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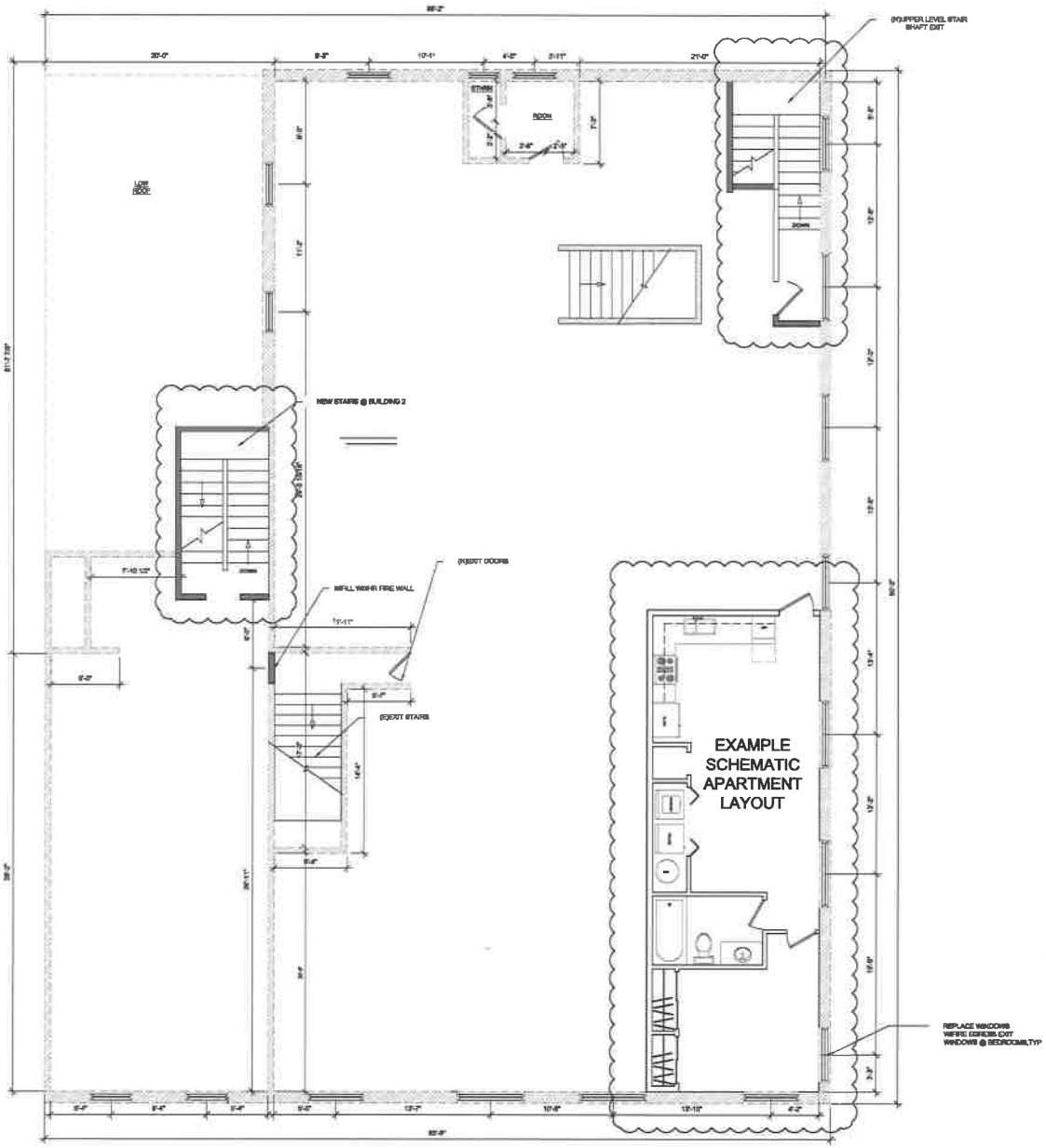
EXHIBIT B.2



1 C2.0 **UPPER FLOOR**
3/16"= 1'-0"

WARD WARREN
PROPOSED BUILDING IMPROVEMENTS

ZBINDEN • CARTER • SOUDERS

PROJECT NO:
DRAWN:
CHECKED:
DATE:

"FOR INFORMATION ONLY"

FLOOR PLA

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RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AWARDING WARD WARREN (230 NW 6TH STREET) A DESIGN GRANT IN THE AMOUNT OF $3,901.25 AND A BUILDING RENOVATION GRANT IN THE AMOUNT OF $50,000.

WHEREAS:

1. The City has an interest in the vitality and general economic development of the downtown; and
2. A Building Renovation Loan and Grant Program has been created by the City Council for the buildings within the Historic District and the Central Business District; and
3. The Grant Review Committee has reviewed the grant application and has found that the application meets all applicable criteria; and
4. The improvements proposed by the applicant will enhance the downtown's economic vitality by adding additional useable square footage to the inventory of rentable space in the downtown; and
5. The City Council wishes to see the improvement proposed fully implemented and feels that this is a cause worthy of CDBG dollars to accomplish this end; and
6. Due to previous awards, full funding of the $3,901.25 and $50,000 grant requests will be dependent upon the FY17 budget allocations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that it hereby approves the aforementioned building renovation grant request to Ward Warren (230 NW 6th Street) in the amount of $3,901.25 for a design grant and $50,000 for a building renovation grant (pending budget allocations for FY17) and authorizes the City Manager to distribute those funds through CDBG Fund 251 which is a grant that was awarded to the City to promote downtown revitalization. This grant award will expire one year from date of adoption.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of June, 2016, to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____
Karen Frerk, City Recorder

Date submitted to Mayor _____

Approved as to Form, Mark Bartholomew, City Attorney _____

Item: Resolution awarding Ward Warren (232 NW 6th Street) a design grant in the amount of $3,901.25, and a building renovation grant in the amount of $50,000. Date: June 1, 2016

SUBJECT AND SUMMARY:

This resolution would authorize the payment of a building renovation grant in the amount of $50,000 and a design grant in the amount of $3,901.25 for the building located at 232 NW 6th Street for improvements, in accordance with the Building Renovation Loan and Grant Program.

RELATIONSHIP TO COUNCIL GOALS:

The revised program supports Council's goal of encouraging **ECONOMIC PROSPERITY** by providing needed capital to a growing local business owner.

CALL TO ACTION SCHEDULE:

Call to action schedule: N/A

BACKGROUND (Grant Program):

The purpose of the Grants Pass Building Renovation Loan and Grant Fund is to provide low cost financing and grants for the restoration/renovation of buildings in the downtown core (Central Business District) and the 6th and 7th Street corridor to increase the safety as well as potential usability and aesthetics of those structures.

On March 4, 2015, the City Council amended the Building Renovation Loan and Grant Program to include the 6th & 7th Street corridor from the north I-5 interchange south to the Rogue River, including the Central Business District (CBD). The loan/grant program is intended to accomplish the following goals:

1. To encourage the renovation of structures built prior to the statewide adoption of Oregon's first building codes; and
2. To provide higher levels of safety in these structures by improving the life safety attributes of these structures during fire and seismic events; and
3. To increase the rentable space in the downtown for commercial and residential uses; and
4. Provide much needed financial assistance to the owners of the buildings to accomplish these ends.

Prior to the adoption of the Building Renovation Loan and Grant Program, the fund was used for loans for the improvement of downtown building facades and for grants to offset SDC impacts to industrial uses.

ITEM: 3.d. RESOLUTION AWARDING WARD WARREN (232 NW 6TH STREET) A DESIGN GRANT IN THE AMOUNT OF $3,901.25, AND A BUILDING RENOVATION GRANT IN THE AMOUNT OF $50,000.

Staff Report (continued):

BACKGROUND (structure):

In 1974, the State of Oregon adopted a statewide building code as a means to bring the building criteria for every city and county under one all-inclusive code. The initial structural code was written with the desire to achieve a uniform method of building that provides a safe environment and efficient egress during emergency situations.

Since the adoption of that code, requirements for building safety have changed with the understanding of building materials and egress design for emergencies. Current structural codes provide a better guide to providing a safer environment during fires and emergency situations. The building at 232 NW 6th Street was built in1910 and is located inside of the newly expanded Historic District.

This property initially received a grant award in 2015. The grant has subsequently expired, requiring that the property owner submit a new request. A portion of the design grant was paid out in the amount of $1,098.75. Mr. Warren indicated that his project was delayed due to extensive water damage and unforeseen delays regarding other necessary repairs. His plan for the structure, upon completion, is for mixed use retail.

The request for the $3,901.25 design grant and the $50,000 building renovation grant includes improvements for emergency egress in accordance with current code requirements, new exit doors and a modified layout to improve existing access. Exterior improvements included the removal of the metal canopy, refinishing of walls, restoration of windows, and replacement of exterior windows as needed for code compliant exit egress. Interior improvements provide one dedicated stair shaft for the upper level of the building, independent of the adjoining building (230 NW 6th).

A photo of the existing façade is Exhibit "A." A rendering of the proposed improvements is attached as Exhibit "B." The applicant's proposed project financing worksheet indicates total tenant improvements in the amount of $130,000.

COST IMPLICATIONS:

Revenue Source: Industrial and Downtown Loan Fund.

A budget of $167,000 has been approved by the City Council for this program in FY16. The remaining unencumbered funds are approximately $90,803.00. Staff anticipates that additional funds may become available upon the relinquishment of previously awarded funds.

ALTERNATIVES:

1. Approve the proposed grant award; or
2. Deny the proposed grant award.

RECOMMENDED ACTION:

It is recommended that Council approve the extension of the time period for the adopted grant award of the $3,901.25 design grant and the $50,000 building renovation grant for the building located at 232 NW 6th Street.

Staff Report (continued):

POTENTIAL MOTION:

I move to approve the resolution awarding Ward Warren a design grant in the amount of $3,901.25 and the building renovation grant in the amount of $50,000 for 232 NW 6th Street.

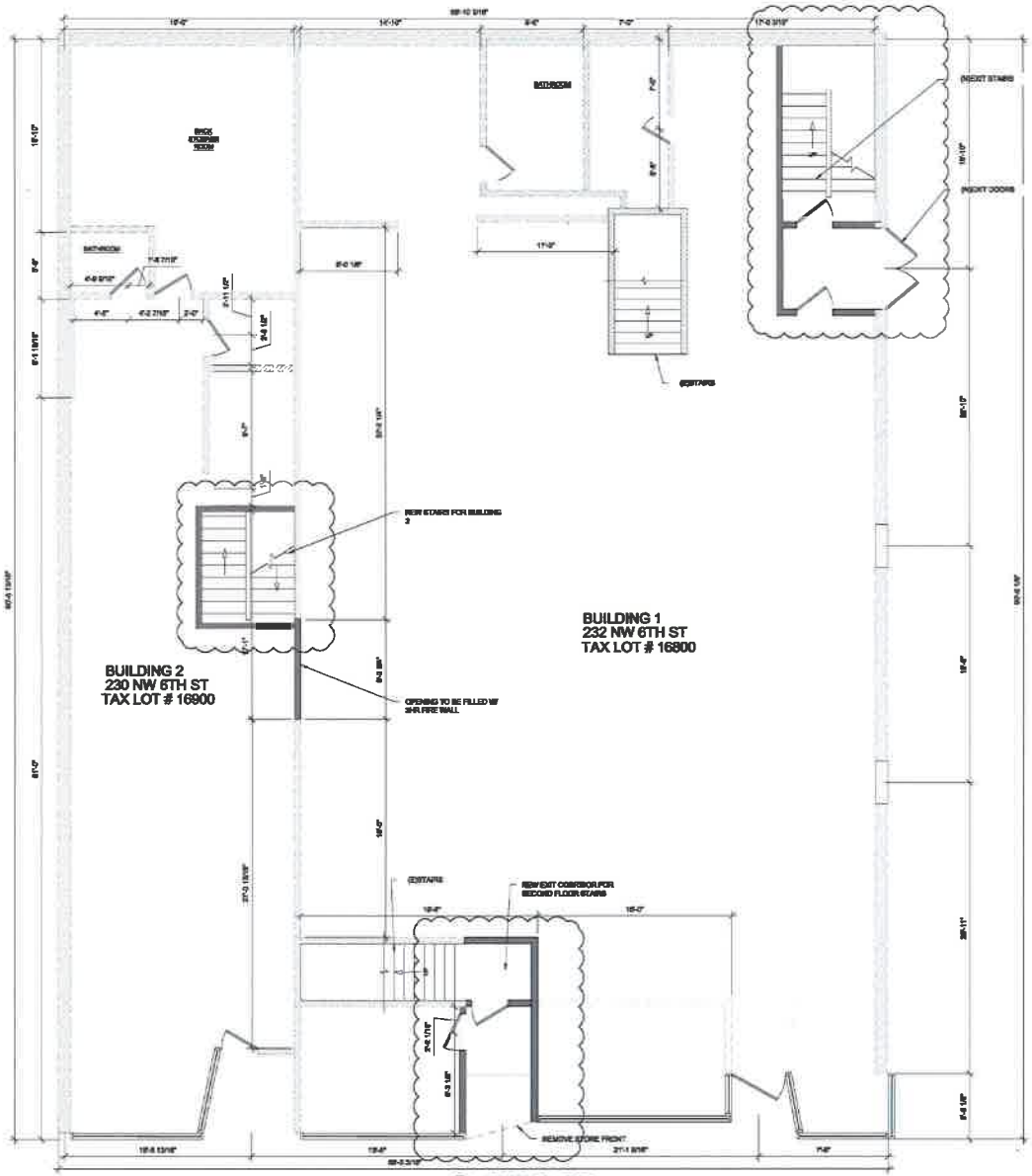
EXHIBIT A
Building 2: Remove metal canopy and restore exterior wall and windows to original design
ONDO
WASHER & DRYER

EXHIBIT A.1
Restore existing windows behind exterior metal canopy and interior paneling

EXHIBIT B

PROPOSED BUILDING IMPROVEMENTS

230 & 232 NW 6TH ST, GRANTS PASS, OR



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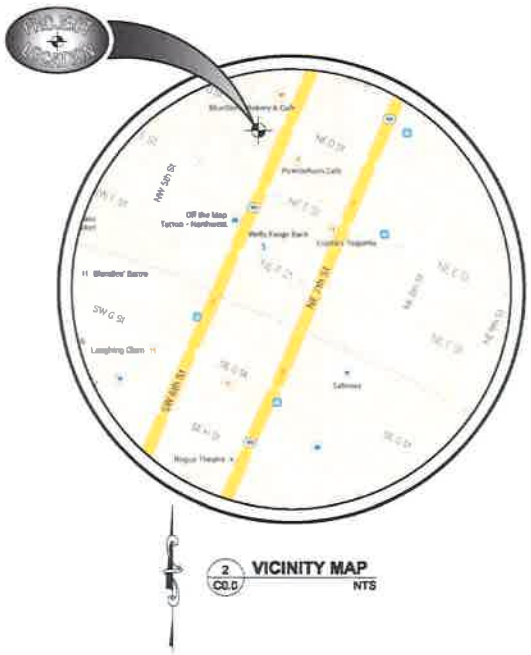

2 C0.0 VICINITY MAP
NTS

SHEET INDEX

C0.0 COVER SHEET
C1.0 FLOOR PLAN MEZZ
C2.0 FLOOR PLAN 3RD FLOOR

WARD WARREN
PROPOSED BUILDING IMPROVEMENTS

ZBINDEN • CARTER • SOUDERS

PROJECT NO:
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RESOLUTION NO.

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS AWARDING WARD WARREN (232 NW 6TH STREET) A DESIGN GRANT IN THE AMOUNT OF $3,901.25 AND A BUILDING RENOVATION GRANT IN THE AMOUNT OF $50,000.

WHEREAS:

1. The City has an interest in the vitality and general economic development of the downtown; and
2. A Building Renovation Loan and Grant Program has been created by the City Council for the buildings within the Historic District and the Central Business District; and
3. The Grant Review Committee has reviewed the grant application and has found that the application meets all applicable criteria; and
4. The improvements proposed by the applicant will enhance the downtown's economic vitality by adding additional useable square footage to the inventory of rentable space in the downtown; and
5. The City Council wishes to see the improvement proposed fully implemented and feels that this is a cause worthy of CDBG dollars to accomplish this end; and
6. Due to previous awards, full funding of the $3,901.25 and $50,000 grant requests will be dependent upon the FY17 budget allocations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that it hereby approves the aforementioned building renovation grant request to Ward Warren (232 NW 6th Street) in the amount of $3,901.25 for a design grant and $50,000 for a building renovation grant (pending budget allocations for FY17) and authorizes the City Manager to distribute those funds through CDBG Fund 251 which is a grant that was awarded to the City to promote downtown revitalization. This grant award will expire one year from date of adoption.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in regular session this 1st day of June, 2016.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of June, 2016, to be effective on the date indicated as adopted by the City Council.

_____
Darin Fowler, Mayor

ATTEST:

_____ Date submitted to Mayor: _____
Karen Frerk, City Recorder

Approved as to Form, Mark Bartholomew, City Attorney _____