

**City of Port Orford  
City Council Meeting  
In the Gable Chambers / Virtual participants  
Tuesday, January 19, 2023 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
Pat Cox, Mayor	X	CA Ginsburg	X
Brett Webb	X	Shala Kudlac, City Attorney	X
Gary Burns	X	John Isadore, Public Works	X
Tim Pogwizd	X	Chief Hobart	X
Ann Vileisis	X		
Greg Tidey	X		
Perri Rask	Excused		

*The minutes were prepared to the best of our ability considering the challenging quality of the audio for those attending in the Gable Chambers. Occasional inability to determine the speakers and inaudible conversations are reflected in the quality of minutes.*

Others Present: Penny Suess/Dana Gurnee, Monica Ward of Curry County EM, Rich Folden, Aaron Ashdown of Port of Port Orford, Joseph Harrison, John Johnston, Joy May, Rowland Willis, Kim Foster, Pamela Berndt, Clark Kocurek, Leila Thompson, Marlin Gochnour of Civil West.

**1. Call to Order**

Mayor Cox called to order this Meeting of the Common Council on Tuesday, January 19, 2023, at 5:30 p.m. Mayor Cox and attendees recited the Pledge of Allegiance.

**a. Proclamation of Abstract of November 2022 election:** Mayor Cox read the election proclamation. Councilor Burns moved to approve the Election Proclamation with a second.

*Motion carried 6-0.*

Discussion: None.

*Councilor Burns    Yes    Councilor Vileisis    Yes    Councilor Webb    Yes  
Councilor Tidey    Yes    Councilor Pogwizd    Yes*

**b. Approve Minutes of December 20, 2022 meeting:** Councilor Burns moved to approve the December 20, 2022 minutes with Councilor Tidey as second. *Motion failed 4-3.*

Discussion: Councilor Vileisis commented that there are still inaudible entries in the minutes.

Councilors discussed contents of future minutes. *Motion carried 6-0.*

Councilor Webb moved to table (inaudible, baby crying) with Councilor Burns as second.

*Councilor Burns    Yes    Councilor Vileisis    Yes    Councilor Webb    Yes  
Councilor Kessler    Yes    Councilor Tidey    Yes    Councilor Pogwizd    Yes*

**c. Swearing in of Council: Brett Webb** – Not addressed.

**d. Elect Council President – Run meeting in Mayor’s absence:** Councilor Tidey moved to appoint Councilor Vileisis as Council President with Councilor Burns as second. *Motion carried 6-0.*

Discussion: Duty requirements for Council President are discussed and clarified. Council Vileisis accepts the nomination.

*Councilor Burns*    Yes      *Councilor Vileisis*    Yes      *Councilor Webb*      Yes  
*Councilor Kessler*    Yes      *Councilor Tidey*      Yes      *Councilor Pogwizd*    Yes

2.                    **Additions to the Agenda:** Necessity of letter to Curry County as an action item is discussed. Councilor moved to (inaudible) with Councilor Vileisis as second. *Motion carried 6-0.*  
 Discussion: This will be added to the agenda as item 8. d.

*Councilor Burns*    Yes      *Councilor Vileisis*    Yes      *Councilor Webb*      Yes  
*Councilor Kessler*    Yes      *Councilor Tidey*      Yes      *Councilor Pogwizd*    Yes

3. **Presentation to Council/Citizens:** None.

4. **Consent Calendar:** Minutes were tabled.

5. **Citizens' Concerns:** None.

6. **Departmental Reports:**

- a. **Public Works:** A written report has been provided to councilors by Jon Isadore. Mr. Isadore reported the grit system is rebuilt and install is scheduled for next week, DO probes no longer support and need replaced ASAP, blowers received and installed blower 1, waiting VFD drive/Portland engineering, pending influent flow meters with quote pending from Owens. Trees removed from storms, potholes cold patched, brush trimmed, park trash and debris removed. The report was reviewed by Jon Isadore.
- b.                    **Administration/Financial Report:** CA Ginsburg provided a financial report to councilors and in the packet. Watershed property was discussed. Councilor Vileisis requested updates be included of items discussed in the past. Community building rental requirements were discussed. Requirements for skaters using the park are discussed. General insurance requirements for public use of city entities are discussed. Councilor Webb asked for clarification on the financial report accommodated by CA Ginsburg.
- c.                    **Planning:** Business license fees and transfers were discussed.
- d.                    **Watershed:** Councilor Vileisis reported the watershed planted 420 trees in the watershed the first week in July. The draft of the Fire Risk Reduction Plan has been completed.
- e.                    **Port:** Mayor Cox reported the Port received new proposals for the new cranes.
- f.                    **Parks:** Commissioner Thompson is in attendance. He stated that the Parks Commission is frustrated. 1) There is 27,000 dollars from donation towards parks playground and commissioners cannot find those on the financial report. 2) Items approved for purchase have not all been received. Commissioners would like an update on the location of the items. 3) Commissioners are frustrated and intend to resign. It is difficult to maintain the commission. Commissioner Thompson would like dollar numbers available and identification of funds in the financial report. Parks commissioners would like to see the playground completed and see the city show interest. Commissioners would like to see transparency, accountability and commissioner concerns met. **CA Ginsburg's reply is inaudible.** Mayor Cox will schedule a workshop to include the chairperson of each commission. Appreciation is expressed to Parks Commissioners for their work.

7. Old Business

a. **Adopt the Forest Stewardship Plan:** Councilor Webb moved to adopt the Forest Stewardship Plan with Councilor Tidey as second. *Motion carried 6-0.*

Discussion: Councilor Vileisis reported that as a part of the loan application and plan for managing the drinking watershed moving forward, the plan was assembled and is ready for adoption. The Forest Stewardship Plan can help with grant applications. Mayor Cox requested clarification on closing access roads. Councilor Vileisis explained which road will be decommissioned due to faulty culvert, and the plan does not encourage building roads.

*Councilor Burns* Yes    *Councilor Vileisis* Yes    *Councilor Webb* Yes  
*Councilor Kessler* Yes    *Councilor Tidey* Yes    *Councilor Pogwizd* Yes

b. **BRIC Grant update / Discussion:** Marlin Gochnour of Civil West is in attendance.

The BRIC application was submitted to the State on Friday the 13<sup>th</sup>. A reply is anticipated between 12 and 18 months. Budget worksheets were attached to the final grant. Mr. Gochnour outlined the items written in the grant that are seen as a priority and the purpose of items in the application. Councilors discussed the raw water system future with Mr. Gochnour in regard to the BRIC grant. Mr. Gochnour addressed the assistance attainable through Civil West for the grant process and priorities if the grant comes in. Councilor Webb is concerned about thoroughness regarding the BRIC grant writing, spending match and preparedness. He is concerned with what FEMA sees in the grant application. Councilor Vileisis has unanswered questions. She expressed her appreciation to CA Ginsburg, Jon Isadore, Mr. Gochnour and public works staff for their hard work on the BRIC grant. She would like to express her questions and have them answered. She stated that council representing the community is important. Mr. Gochnour outlined the process and reviews the grant application has gone through. He gave suggestions on projects and funding them. He suggested moving forward on shovel ready projects now. The expense of these can be applied to match with the exception of construction.

Councilor Vileisis moved to extend the meeting with Councilor Burns as second. *Motion carried 6-0.*

Discussion: None.

*Councilor Burns* Yes    *Councilor Vileisis* Yes    *Councilor Webb* Yes  
*Councilor Kessler* Yes    *Councilor Tidey* Yes    *Councilor Pogwizd* Yes

Councilor Vileisis suggested water infrastructure priorities need to be set to prepare for the BRIC grant. Mr. Gochnour of Civil West suggested priorities and asked for a council decision. Councilor Pogwizd suggested dredging the impound be a priority over water meters. Mr. Gochnour recommended moving forward on grants until funds are awarded. He suggested also being proactive with current funds using it for Hubbard Creek dredging and pipeline projects. All grants and projects are attributable to matched funds with the BRIC grant. He suggested an update or amendment to the 2015 master plan to bring it up to date where needed. Mayor Cox suggested focus on in-town projects. CA Ginsburg can make the application available to councilors.

Councilor Webb moved to direct the city administrator to work with Civil West in pursuing the Hubbard Creek dredging project as soon as possible with Councilor Vileisis as second. *Motion carried 6-0.*

Discussion: Mr. Gochnour explained what details qualify as construction and design work.

*Councilor Burns* Yes      *Councilor Vileisis* Yes      *Councilor Webb* Yes  
*Councilor Kessler* Yes      *Councilor Tidey* Yes      *Councilor Pogwizd* Yes

- c.                    **Goal Setting and Planning Workshop:** Planning Commission and City Council workshop will be held on 020723 at 3:30 p.m. A Committee steering meeting will be held. Goal setting session will be February 9. Councilors agree by consensus.

## 8. New Business:

- a. **Resolution 2023-02 Banking/Signatures New Council:** Councilor Webb moved to table pending further information with Councilor Burns as second. *Motion carried 6-0.*

*Councilor Burns* Yes      *Councilor Vileisis* Yes      *Councilor Webb* Yes  
*Councilor Kessler* Yes      *Councilor Tidey* Yes      *Councilor Pogwizd* Yes

- b. **Scope of Work for Civil West Engineering:** See above, 7.b. Councilor Burns moved to approve the scope of work for Civil West Engineering as discussed in 7.b. with Councilor Webb as second. *Motion carried 6-0.*

Discussion: Mayor Cox suggested councilors read 1-11 thoroughly. Mr. Gochnour of Civil West identified the two scopes of raw water as being dredging and raw water storage. Storage revolves around the reservoir tank and improvements around the Hubbard Creek facility. Mr. Gochnour will give CA Ginsburg a scope of work for the raw water options. Councilor Vileisis reminded councilors they will be spending a quarter million dollars of the citizen's money. Councilors express appreciation to Mr. Gochnour of Civil West for his assistance in working with the City of Port Orford.

*Councilor Burns* Yes      *Councilor Vileisis* Yes      *Councilor Webb* Yes  
*Councilor Kessler* Yes      *Councilor Tidey* Yes      *Councilor Pogwizd* Yes

- c. **Community Building for Dog Training:** Councilor Tidey reported Parks Commission is asking City Council for direction on what is needed prior to Parks recommendation. A for-profit business is asking for the use. Councilor Vileisis suggested council come up with a clear policy for use of community buildings based on the type of use, whether it be nonprofit or for profit. Legal Counsel Kudlac advised there is a policy and includes the need for insurance. Councilor Webb moved to send this request to Parks Commission for recommendation with Councilor Tidey as second. *Motion carried 6-0.*

Discussion: Insurance is necessary. Animals in the building is considered. Councilor Webb suggested Parks contact other communities for their policies on animals in a community building.

*Councilor Burns* Yes      *Councilor Vileisis* Yes      *Councilor Webb* Yes  
*Councilor Kessler* Yes      *Councilor Tidey* Yes      *Councilor Pogwizd* Yes

- d. **Necessity of letter (inaudible):** Councilor Webb moved to direct CA Ginsburg send a letter from the Mayor to get clarification with Councilor Burns as second. *Motion carried 6-0.*

Discussion: Much is inaudible.

*Councilor Burns* Yes      *Councilor Vileisis* Yes      *Councilor Webb* Yes  
*Councilor Kessler* Yes      *Councilor Tidey* Yes      *Councilor Pogwizd* Yes

## 9. Continuing action Items. Discussion is inaudible.

- Rotary Club
- Website
- Roof Quotes
- Wetland walkway
- Short-Term Rentals

**10. Considerations:**

**Citizen:** Rowland Willis advised suggested using a digital recorder to record the meeting and make the recording available to the public. Current microphone/video/recording is not always audible.

**Staff:** None.

**Councilor:** Councilors discussed a method to use that will prevent crosstalk. Hand raising and twice-around was discussed. Councilor Vileisis stated she is excited to work with councilors and become an effective council. She expressed her appreciation for the role of president. Councilor Vileisis reported on a letter she received from the group that has been raising money for the Community Building. They are holding their project in abeyance due to the city not having the capacity for support. Councilor Vileisis would like to see the city get to a place where they can support volunteers and not shut them down. Councilors agree to put this on the next agenda.

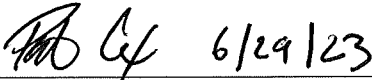
**Mayor:** Mayor Cox spoke on improving communication and council moving forward.

**11. Future Meetings:**

**Thursday, February 16, 2023, Regular Council Meeting 5:30, hybrid.**

**Adjourn:** There being no further business, Mayor Cox Adjourned the meeting at 9:10 p.m.

Attest:

  
\_\_\_\_\_  
Mayor, Pat Cox

\_\_\_\_\_  
City Recorder, Jessica Ginsburg

**City of Port Orford**  
**City Council Meeting**  
**In the Gable Chambers / Virtual participants**  
**Tuesday, February 16<sup>th</sup>, 2022 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
Pat Cox, Mayor	X	CA Ginsburg	X
Brett Webb	X	Shala Kudlac, City Attorney	X
Gary Burns	X	John Isadore, Public Works	X
Tim Pogwizd	X	Chief Hobart	X
Ann Vileisis	X		
Greg Tidey	X		
Perri Rask	X		

*The minutes were prepared to the best of our ability considering the challenging quality of the audio for those attending in the Gable Chambers. The beginning 11 minutes of the meeting was not video recorded.*

Others Present: Leila Thompson, Bret Cecil, Erin Minster, Wendy Fry of AccuScript, Marlin of Civil West, Sierra with Siskiyou Discovery Homeschool Cooperative.

**1. Call to Order**

Mayor Cox called to order this Meeting of the Common Council on Thursday February 16, 2023, at 5:30 p.m. Mayor Cox and attendees recited the Pledge of Allegiance.

**2. Additions to the Agenda**

Goal setting meeting will be rescheduled.

**3. Presentations to Council/Citizens – Gorse/Fire Reduction Plan – Erin Minster**

Erin Minster, technical coordinator for the Curry County Soil and water Conservation District, is in attendance. Ms. Minster reported on the Gorse/Fire Reduction Plan which was written with funding from OHA and Business Oregon. The plan is looking at reducing wildfire risk in the drinking water source area. Details and strategies of the plan and gorse control are shared for the city and the urban growth areas. Grants and scope of work are outlined. An agreement for services with the city is needed. **This will be added to the next agenda.**

**4. Consent Calendar:** C. Pogwizd moved to approve the consent calendar with C. Rask as second.  
*Motion carried 5-1.*

**a. Re-appointment of Greg Thelen to Planning Commission:**

**b. Meeting Minutes December 20, 2022**

Discussion: C. Vileisis commented on the new meeting minutes format. She feels it does not create a record of discussion.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>No</u>
<i>Councilor Rask</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>

**5. Citizens' Concerns:**

Penny Suess, Port Orford resident, spoke on item 7.b., short term rental ordinance. She would like the City Council to consider extending a cap to all zones. She feels a cap of 35 covering all zones is reasonable, but if caps are restricted to 1R and 2R a lower number might be better. Ms. Suess reminded council that 4C and 10MU, without a cap, includes a lot of residential property. She feels a lack of cap in these zones are unfair to those living in the zones. She is concerned that on street parking in 4C, 10MU and other zones could be a problem for residents in 1R and 2R that closely border those zones.

Dana Gurnee, Port Orford resident, spoke regarding the minutes. He wonders where the January minutes are. He wonders if the City Council plans to replace Wendy Fry’s style of minutes with the new format proposal. He wonders when the audio and video quality of the meetings will be acceptable. He wonders when the city will update the website to show approved minutes for the months from September, 2022. Mr. Gurnee hopes the city will continue using the full discussion style of minutes.

Greg Thelen, Port Orford resident, introduced himself as the current chair of the Planning Commission commenting as a citizen on Old Business item 7.b., short term rental ordinance. He reviewed the workshop items. He spoke on item 1 about the cap and reported that the Planning Commission had proposed a cap lower than 33 though the council notes state 43. He suggested that the best time for council to set the cap number would be at the time they adopt the ordinance when the final numbers grandfathered in will be clear. Mr. Thelen stated residential parking was not a question the Planning Commission requested to be sent to City Council. Mr. Thelen spoke on the 300 foot distance requirement question. This number was referred back to the Planning Commission for review. Mr. Thelen spoke on the building inspections, which he states was not a question the Planning Commission referred to the City Council. The Planning Commission and Mr. Kearns had recommended initial inspections and periodic inspections every few years. The Planning Commission is hoping for guidance on parking in the commercial and 10MU zones. Mr. Thelen expressed appreciation to the city councilors for their work.

**6. Departmental Reports: New liaison reports and appointments will be on the next agenda.**

**a. Public Works:** A written report has been provided to councilors by Jon Isadore. Mayor Cox requested the number for amount of water sold on the future reports. A **motion** was made and seconded to include the amount of water sold and the corresponding date.

Discussion: CA Ginsburg requested clarification on the numbers needed. **Motion carried 6-0.**

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Rask</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>

Mr. Isadore asked if there was progress on the meter replacements. Mayor Cox advised a propagation study has been completed. The city will be speaking to the vendor to discuss the next steps.

**b. Administration/Financial Report:** CA Ginsburg provided a financial report to councilors and in the packet. C. Vileisis addressed the Action Item on the admin report regarding the recording system, reminding it has created a problem with the minutes. She asked what can be done to make it happen. C. Tidey replied it has been difficult to get a business to come to Port Orford from Eugene or Portland for a consultation.

A **motion** is made and seconded to resolve the recording issue within the next 60 days. **Motion carried.**

Discussion: None.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Vileisis</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Councilor Rask</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>

C. Webb commented on the email received by the company preparing the minutes, which addressed the audio quality and lack of communication. Wendy Fry was in attendance and clarified that the quality of recording is affecting the amount of hours it is taking to prepare the minutes. C. Pogwizd clarified what Oregon law requires versus what councilors want to see.

CA Ginsburg presented a draft of the new website to councilors and gave an overview. One month is an approximately timeline.

Financials regarding the police levy was discussed in depth. The importance of keeping the Port Orford Police versus contracting out is agreed upon by councilors. The ballot measure needs to be to the county clerk by August. **This will be added to next month's agenda.**

CIS met with CA Ginsburg yesterday regarding insurance for the skating club. A letter was received today and will be shared with councilors and Parks Commission.

A meeting with the chairs of each commission and council will schedule a communication meeting.

Legal Counsel Kudlac advised that if the council wants a staff report from the planning commission, it is normally done by staff and not a member of the Planning Commission. The reasoning is, if the Planning Commission hears a quasi-judicial type application, it would be best to have staff say they had a hearing on this type of application. No detail should come to the council on those items. It would not be appropriate to get staff reports on those applications ahead of time. Normally what the council would get would be a synopsis of what the planning department did that month, e.g., single family dwelling applications, right of way applications, etc.

A new employee has been hired, which will be tasking planning assistant duties.

C. Vileisis has spoken to CA Ginsburg about a meeting to better understand the financial reports. Mayor Cox suggested a workshop. Current financial reports are difficult to understand. Parks budget was discussed.

- c. **Planning:** A workshop is scheduled.
- d. **Watershed:** Councilor Vileisis provided a written watershed liaison report to councilors.
- e. **Port:** Mayor Cox reported the crane process is moving forward at the Port. They are working on the road hardening with FEMA. The Port just put an ask in with EDA for the seawater system.



**7. Old Business**

- a. **Adoption of Proposed Gorse Infestation Fire Reduction Management Plan:** It was moved and seconded to adopt the proposed Wildfire Risk/Reduction/Gorse Infestation Management Plan for Port Orford’s Drinking Water Source Area. **Motion carried 6-0.**  
Discussion: C. Vileisis reported there might be a few minor tweaks to be sure all matches up but will still align with documents accepted.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

- b. **Resolution 2023-01 Banking/Signatures New Council:** C. Burns moved that the City Council pass resolution 2023-01 on the removal and addition of council members to the Rogue bank account with C. Pogwizd as second. **Motion carried 6-0.**  
Discussion: None.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

- c. **Scope of Work for Raw Water BRIC Grant Application.** C. Burns moved to approve the scope of work for Civil West Engineering Services as part of the raw water BRIC grant application submission with C. Vileisis as second. **Motion carried 5-1.**  
Discussion: Marlin of Civil West is in attendance and recommended that City Council approve option 2 from the scope of work provided. This option will help the city implement a 2<sup>nd</sup> source for the raw water system to bridge the gap and also help in streamlining the dredging enabling the city to make water while the dredging is taking place. Clearing out, cleaning and improving the current dam is intended. Details regarding scope of work is discussed in depth.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>No</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

- d. **Siskiyou Discovery Homeschool Cooperative:** C. Burns moved to approve the rental of the A-frame to Siskiyou Discovery Homeschool Cooperative for 120 dollars per month and direct city staff to draft a rental agreement with C. Pogwizd as second. **Motion rescinded.**  
Discussion: C. Pogwizd and C. Tidey confirmed utilities are included in the rental price. Siskiyou is a nonprofit with approximately five kids under 5 years old and parent run, thus does not need to be licensed. Public Works Superintendent Isadore will inspect the building. Insurance proof has been provided. Sierra will be the responsible party. Legal Counsel Kudlac advised the agreement has to be with Sierra or the Cooperative will need to be added to the insurance. Sierra is hoping for April as a timeline.  
C. Burns rescinded his motion and C. Pogwizd rescinded his second.  
C. Vileisis **moved** to direct staff to move forward with drafting a rental agreement contingent upon determining compliance on insurance requirements with CIS and contingent upon identifying the proper name on the agreement with C. Burns as second. **Motion carried 6-0.**  
Discussion: John Isadore will inspect the building.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Kessler</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

C. Burns moved to extend the meeting with C. Vileisis as second. **Motion carried 4-3.**  
Discussion: none.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>No</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>No</i></u>	<i>Councilor Pogwizd</i>	<u><i>No</i></u>
<i>Mayor Cox</i>	<u><i>Yes</i></u>				

e. **Short Term Rental Ordinance Review and Suggestions:** Topics outlined were submitted by the Planning Commission:

1. Residential Cap: Currently the Planning Commission is at 40. Would Council like it to be less or more? A **motion** is made and seconded to set the limit of 33 short term rentals in residential zones. **Motion carried 6-0.**

Discussion: The purpose of a cap is discussed. Ordinance enforcement is discussed.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

2. Parking: Should the City give residents five years to comply with the parking restrictions? C. Pogwizd is concerned about parking restrictions that do not apply to other businesses. Options were discussed in length regarding parking in Residential Zone and 10MU Zone. City of Port Orford does not have a prior parking ordinance. Legal Counsel Kudlac cautions against special parking permits. Mayor Cox suggested sending parking back to Planning Commission to review the problem areas of parking in both 10MU and Commercial zones.

3. Density of 300 feet; Should the City grandfather in all the STRs that are currently licensed and closer than 300 feet in distance? Council would like Planning Commission to research and justify the 300-foot distance.

4. Building Inspection: Should the City require a health and safety inspection? If so, by who? Council would like Planning Commissioners to justify the need for STR inspections and response time.

**8. New Business:**

a. **Resolution 2023-02 Authorization for New Bank Account – Parks Fundraising Account:**

Parks is asking to see funds from fundraising clearly. Parks would also like citizens to be able to deposit donations. C. Burns moved to pass resolution 2023-02 with a second. **Motion carried 6-0.**

Discussion: CA Ginsburg clarified how the financials are transferred and listed. C. Webb is concerned that City Council will not have access or approval of spending the donation funds. CA Ginsburg clarified the purpose and use. An Account Detail was provided by CA Ginsburg at this meeting. Park Commissioners have not been provided the detail statement in the past six months.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

b. **Water Moratorium:** Meter boxes in the Talus subdivision were damaged while the contractor was cleaning off the property and had to be replaced. The contractor has been advised of where the city is on the water moratorium. New developments who have paid the fees and have been approved can continue with development. Connection to city water is not allowed; however, well water is allowed. CA Ginsburg will contact Planner Shoji for further information on this subdivision. Permit process was reviewed.

c. **Shoji Planning Contract Approval:** C. Webb moved to approve the Scope of Work provided from Shoji Planning and Development with C. Pogwizd as second. **Motion carried 6-0.**

Discussion: Ms. Shoji will assist in training the new employee.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

- d. **Letter of Support Curry County:** C. Burns moved to send a letter of support for Curry County Health and have Mayor sign on behalf of Port Orford with C. Tidey as second.  
*Motion carried 6-0.*

Discussion: Clarification given.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Vileisis</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Councilor Rask</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>

**9. Continuing action Items.**

- Priority workshop
- Union negotiations needing executive session
- Website
- Wetland walkway
- Short-Term Rentals
- Roof
- Watershed
- Off-site Backup-Comp-U-Serve
- Rotary Club
- New Hire
- Skating Club

**10. Considerations:**

**Citizen:** Citizen asking for clarification of what to expect with the Lindberg house. Mayor Cox advised Historical Society will give a recommendation next month.

**Staff:** None.

**Councilor:** C. Pogwizd asked about moving Citizen Considerations below Citizen Concerns. Citizens can speak about the agenda items and then speak about any item. This would prevent the citizens from having to wait hours to speak and encourage citizen participation. Council rules will have to be changed to accommodate the order. Public comment can be held at the end of the meeting.

**Mayor:** Mayor Cox acknowledged John Roorbach’s contribution to the city, volunteer time and assistance.

**11. Future Meetings:**


**Executive Session to be held February, 23, 2023 at 5:30 p.m. in Chambers.**

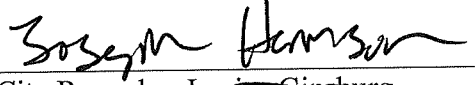
**Goal Setting Session Workshop to be held February 28, 2023. Councilor goal lists due February 24, 2023.**

**Thursday, March 16, 2023, Regular Council Meeting 5:30, hybrid.**

**Adjourn:** There being no further business, Mayor Cox Adjourned the meeting at 9:30 p.m.

Attest:

 6/29/23  
\_\_\_\_\_  
Mayor, Pat Cox

 6/29/23  
\_\_\_\_\_  
City Recorder, ~~Jessica Ginsburg~~  
Joseph Harrison