

**Public Works Committee  
Minutes of  
November 5, 2015**

The meeting was called to order by Chair Jason Leonard on November 5, 2015, at 3:22 p.m. at the Public Works meeting room, 1515 Willow Lane, Philomath.

**ROLL CALL:**

Committee: Councilor Jason Leonard & Councilor Eric Niemann

Staff: Public Works Director Kevin Fear, Public Works Operations Supervisor Garry Black, City Manager Chris Workman, Finance Director Joan Swanson and City Recorder Ruth Post

Excused: Councilor Doug Edmonds

**MINUTES:**

Mr. Workman provided a brief update on contacts he has received from neighbors in the Benton View Drive area that could be impacted by the Local Improvement District discussed on August 27.

**MOTION:** Councilor Leonard moved, Councilor Niemann second, to approve the minutes of the August 27, 2015, meeting. Motion APPROVED 2-0.

**TREE BOARD BUSINESS:**

Tree removal at 801 Pioneer Street -- Mr. Fear described the concerns received from a homeowner at 801 Pioneer Street regarding the health of three trees. Public Works Arborist Lige Weedman reported two of the trees were healthy and could be trimmed up while the third is recommended for removal. There was brief discussion about the bid received from Dunn & Company for removal. Mr. Black stated that the wood would be donated to PYAC as a firewood fundraiser. There was brief discussion about other groups the City has offered wood to in the past. Mr. Black stated he's always open to spreading the donations around.

**MOTION:** Councilor Niemann moved, Councilor Leonard second, to have the tree that is identified as a potential hazard be removed. Motion APPROVED 2-0.

Review and recommendation to Adopt the city's Urban Forestry Plan -- Mr. Fear handed out a corrected version of the plan with changes that had been recommended by Councilor Doug Edmonds and several pages that were omitted in the agenda packet version. There was discussion about the need to have tree counts completed and the potential use of a student to complete that task. Mr. Fear reviewed tree canopy percentages.

Mr. Black reviewed the criteria to qualify as a Tree City USA. He stated that this will be Philomath's 22nd year as a Tree City USA. He described plans for the 2016 Arbor Day celebration including sending seedlings home with students to encourage planting trees.

**MOTION:** Councilor Leonard moved, Councilor Niemann second, to forward a recommendation to the City Council to adopt the draft Urban Forestry Plan to the City Council for adoption. Motion APPROVED 2-0.

Review and recommendation to adopt the city's Arboricultural Specifications Manual -- Mr. Fear described the efforts to develop this manual. There was discussion about trees being okay under wires and those that are not. Mr. Fear stated that Councilor Leonard had suggested

addition of information about correct staking patterns. There was discussion about developers being directed to use the manual to complete landscaping plans.

**MOTION:** Councilor Niemann moved, Councilor Leonard second, to forward a recommendation to the City Council to adopt the draft Arboricultural Specifications Manual to the City Council for adoption. Motion APPROVED 2-0.

Trees at 1544 Main Street -- Mr. Black described a meeting with the property owner regarding four trees in the 15th Street right-of-way. Mr. Black and Mr. Weedman recommended they be removed. The property owner has offered to replant the trees if the city would provide water bags during the summer. There was discussion about the request.

**MOTION:** Councilor Niemann moved, Councilor Leonard second that the trees at 1544 Main be removed and be replaced with appropriate trees from the city's Arboricultural Specifications Manual. Motion APPROVED 2-0.

### **PUBLIC WORKS BUSINESS:**

Discussion about Urban Renewal Projects -- Ms. Swanson distributed copies of the 2010 Urban Renewal Plan and the 2010 Urban Renewal District Boundary Expansion Proposal. Mr. Workman summarized the reasoning behind the 2010 Plan which emphasized the Downtown Streetscapes Project.

Ms. Swanson explained how the projects list in the current plan was determined and the involvement of the Philomath Downtown Association. She explained the purpose of urban renewal and the source of the taxes received. She noted that of the \$518,948 anticipated to be collected this year for the Urban Renewal District, \$158,766 of that would have been property taxes paid to the city's General Fund. She explained the money the district currently has accumulated and the approximately \$4 million that could be borrowed at this point. She described the project to put water and sewer lines down Main Street and the issue that has been discovered that Main Street itself is not in the Urban Renewal Area. It was discussed that this issue is to be corrected at the November 9 Urban Renewal Agency meeting.

Mr. Workman reviewed the Downtown Streetscape Project estimates and the work that Murray Smith Associates (MSA) was hired to complete. Ms. Swanson clarified that MSA was not hired to do any design work for water and sewer lines. Mr. Workman explained the estimates provided by MSA that were developed to apply for the federal TIGER grant a year ago. He described partnering with ODOT to do the highway reconstruction part of the project and the Memorandum of Understanding to be presented to the City Council on November 9. He stated that the earliest that any money could be coming from ODOT is 2019. Ms. Swanson described concerns about getting to 2019 and ODOT not coming through. Mr. Workman suggested if that is the case, considering phasing and completing the Urban Renewal projects that make sense to complete.

Mr. Workman described the problems with qualifying for a TIGER grant because Philomath doesn't have a large enough regional impact and explained why an application was not submitted this year. He stated that the city's best shot is with ODOT. Ms. Swanson stated that the benefit of a TIGER grant would be to provide ODOT with the funds for their highway project and that the City would still be paying for its share of the project.

Mr. Workman explained the benefit of using Urban Renewal dollars to replace the water and sewer lines in Main Street. He explained the 0.5 acre of expansion that can be added to the

Urban Renewal Area and stay within the parameters for a minor modification. McGee Engineering has developed a map and description that identifies where those lines are that need to be replaced. After completing the mapping, Mr. Workman stated the area that needs to be added to the Urban Renewal Area amounts to 0.24 acre and this is within the 0.5 acre available.

Ms. Swanson distributed a preliminary cost estimate prepared by Westech Engineering showing a total construction cost of \$2,990,800 to replace the water and sewer lines. There was discussion about balancing the use of URA dollars to improve infrastructure and the pretty streetscape stuff. Mr. Workman suggested another project on the list that could be considered would be the public parking facility. Mr. Fear suggested that the public restroom could possibly be tied into that.

There was discussion about relocating overhead power lines on Main Street and Mr. Workman described the negative reception he has gotten from Pacific Power. He stated that Pacific Power did suggest the possibility of boring under the highway to remove the lines crossing the street perpendicular. Burying the cable and phone lines would be another option.

There was further discussion about the Downtown Streetscape Project and coordination with ODOT. Ms. Swanson described the next steps to move forward with the water and sewer line replacements and going out for bonds. She explained the timing of the construction season and whether to decide to add any other projects from the list to include in a bonding at this time. There was discussion about which, if any, additional projects to consider including in a bond at this time. Mr. Workman described trying to leverage Urban Renewal dollars to partner with private development, such as a ground floor commercial structure with a public parking structure on top and public restrooms.

Councilor Niemann stated that the parking structure project is tangible and would help downtown businesses. Ms. Swanson stated concerns about trying to proceed on the water and sewer lines this construction year but that the Agency does have enough money accumulated to consider buying a property outright for parking. The Committee directed staff to continue working with Pacific Power on the potential to underground the crossing lines and the other utilities.

Meeting adjourned at 5:14 p.m.

Recorded by: Ruth Post