

**CITY OF PORT ORFORD
EXECUTIVE & SPECIAL HYBRID SESSION OF
THE COMMON COUNCIL GABLE CHAMBERS
TUESDAY OCTOBER 11, 2022 AT 5:00P.M**

AGENDA

Sign in for Executive Session

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/909764421>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: 909-764-421

1. Call to Order/Roll Call
2. Executive Session per ORS 192.660 (2) (h) (i) Executive Sessions permitted on certain matters; procedures; news media representatives attendance; limits.
 - (2) The governing body of a public body may hold an executive session:
 - (h) To consult with council concerning the legal rights and duties of a public body with regard to current litigations or litigation likely to be filed.
 - (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
3. Adjourn Executive Session

Sign in for Special Session

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/259144997>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

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Access Code: 259-144-997

4. Call to Order/Roll Call Special Session
5. Citizens' Concerns (Speak Only for Items on the Agenda)
6. Watershed Resolution for Acquisition of Watershed Property
7. Adjourn

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Port Orford Source Water Land Acquisition project

Background: The Port Orford City Council has decided to pursue a loan from the Drinking Water State Revolving Fund (DWSRF) to purchase the Wilson property in the Port Orford Watershed, which was purchased on our behalf last year by the Conservation Fund. The DWSRF is federal EPA money for source water protection, administered through Oregon DEQ. The plan is to take out the loan (rate of 0.5% charged per year on unpaid principle)— recognizing that one-half of the loan amount is FORGIVABLE for our town, given our demographic and that we have already budgeted to pay for the other half.

At the October 20, 2022 PO City Council meeting –the POCC needs to pass a resolution that can be included in the DWSRF loan application (by Nov. 7) that meets the following requirement:

Provide a loan approval resolution from the applicant’s governing board or similar authorization for signing a loan agreement and establishing a loan reserve account.

Key ISSUES/QUESTIONS for discussion to prepare a proper resolution

ITEM #1

Council will need to decide upon the AMOUNT of the loan:

\$782k is needed for the land, but the PO Watershed Council has recommended that we add additional monies to the loan amount to cover anticipated upfront costs and to demonstrate to the grantors that we will be good stewards. Keep in mind, HALF the loan will be forgiven. The amount typically recommended for stewardship is 5-10% of the cost of the land. The amount recommended by the watershed council is \$10k-\$50k. Stewardship money: (\$10k-\$50k) –for planning, forest management activities
Closing costs: ~\$10k—for escrow
RECOMMENDED TOTAL AMOUNT FOR LOAN: \$802k -\$842k

ITEM #2

Resolution to open a new bank account?

We may need a resolution to open a new bank account or a new sub bank account.

ITEM #3

Resolution needed to make a budget allocation/ line item in our city budget for long term stewardship? Providing for a line item in our city budget will help us in the loan application to demonstrate that we’re planning for the long term. This allocation could include revenues from loan, grants, and thinning operations/ and cover costs for ongoing forest management activities, including planning and operations.

ITEM #4

The recent MOU with CCD allows our city administrator to delegate most of this work for this grant (we hope!) to the CCD staff person, Brandi Madeiros, who attended our last council meeting. We will need our CA Jessica to conduct the final review by or on Nov. 7.

Recommended resolutions:

ITEM #1:

I move that the Port Orford City Council adopts the proposed resolution that authorizes the Mayor and/ or City Administrator to sign all documents required to sign a loan agreement and establish a loan reserve account in support of completing acquisition of the Wilson Parcel in our drinking water source area.

ITEM #2

I move that we direct staff to open a new bank account/ sub bank account to hold funds in reserve for payment of the State Drinking Water Revolving Fund loan.

ITEM #3

I move that we direct staff to establish a line item within the Port Orford City budget to hold revenues and provide for costs related to long term stewardship of our drinking water protection area.

ITEM #4

I move that we direct our City Administrator to prioritize completion of the State Drinking Water Revolving Fund Application by the deadline of Nov. 7.

DRAFT Resolution for Port Orford City Council to APPROVE DWSRF loan application

RESOLUTION OF THE CITY OF PORT ORFORD AUTHORIZING THE MAYOR AND/ OR CITY ADMINISTRATOR TO SIGN ALL DOCUMENTS REQUIRED TO SIGN A LOAN AGREEMENT AND ESTABLISH A LOAN RESERVE ACCOUNT IN SUPPORT OF COMPLETING ACQUISITION OF THE WILSON PARCEL IN OUR DRINKING WATER SOURCE AREA.

Whereas the City of Port Orford recognizes that providing clean, pure drinking water for citizens is a fundamental responsibility.

Whereas DEQ's Drinking Water Assessment for Port Orford identified our city's water source as vulnerable because of soil types, tributaries on steep slopes, and close proximity of those tributaries to the intake area located the land formerly owned by Wilson, Inc. and because this land would be subject to intensive commercial timber harvest, DEQ has encouraged acquisition of the land by the City as a proactive step to protect our source water.

Whereas the City of Port Orford recognizes the benefits of owning, conserving, and managing the forested lands of the watershed that supplies our drinking water—to avoid sedimentation, to reduce fire risks, to minimize road building, impervious pavement, and polluted runoff, and to provide for abundant flows for our public drinking water system, as identified in our city Water Master Plan.

Whereas the City of Port Orford seeks to own, conserve, and manage—as much as possible—of the forested lands of the watershed that supplies our municipal drinking water for public benefit

Whereas the City of Port Orford entered into an agreement with the Conservation Fund to be a bridge buyer for the 160-acre Wilson parcel to help the city secure ownership of this important land within the Port Orford drinking water source supply area.

Whereas the cost of the land, plus closing costs and stewardship funds will be [\$XXX,XXX]

Whereas the City of Port Orford desires to obtain financing from the Department of Environmental Quality's Drinking Water State Revolving Fund to reimburse the Conservation Fund for the land and complete the transaction.

NOW THEREFORE BE IT RESOLVED, that the Port Orford City Council authorizes the Mayor and/ or City Administrator to sign all documents required to sign a loan agreement and establish a loan reserve account in support of completing acquisition of the Wilson Parcel in our drinking water source area.

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