

AGENDA

Aurora Special City Council Meeting
Tuesday, August 23, 2011, at 4:30 P.M.
City Council Chambers, Aurora City Hall
21420 Main St. NE, Aurora, OR 97002

1. Call to Order of the City Council Meeting

2. City Recorder Calls Roll

Mayor Meirow
Councilor Brotherton
Councilor Roberts
Councilor Sahlin
Councilor Taylor

3. Consent Agenda

Correspondence

4. Visitors

Anyone wishing to address the City Council concerning items not already on the meeting agenda may do so in this section. No decision or action will be made, but the City Council could look into the matter and provide some response in the future.

5. New Business

- A. Discussion and or action on vacant positions on the Aurora City Council**
- B. Discussion and or action on Special City Allotment Grant of 50,000**

6. Resolution/Ordinances

- A. Resolution Number 635 Declaration of Vacant Mayoral Position.**
- B. Resolution Number 637 Special City Allotment Grant**

7. Adjourn

Aurora City Council Agenda

August 23, 2011

This is a public meeting and all interested citizens are invited to attend. The meeting place is not handicapped accessible; those needing assistance should contact the city Office three (3) working days before regularly scheduled meetings. The minutes of this and all public meetings are available at City Hall during regular business hours. All meetings are audio taped and may be video taped

RESOLUTION NUMBER 635

A RESOLUTION DECLARING THE MAYOR'S POSITION TO BE VACANT AND ESTABLISHING A PROCESS TO SELECT A REPLACEMENT

WHEREAS, the Mayor James Meirow has announced his intent to resign his office; and

WHEREAS, Mayor Meirow's resignation is effective with the election of his replacement at the September 13, 2001 City Council meeting; and

WHEREAS, the City Council desires to announce the vacancy so that interested citizens may apply and be considered candidates for the position;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AURORA THAT:

Section 1. The resignation of James Meirow from the position of Mayor of the City of Aurora is accepted effective upon the election of his successor.

Section 2. The position of Mayor of the City of Aurora is declared vacant upon the election of James Meirow's successor.

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Resolution Number 635

A Resolution Declaring the Mayor's Position to be Vacant and Establishing a Process to Select a Replacement

Special City Council Meeting

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Section 3. The City Council shall consider filling the position of Mayor at its regular monthly meeting scheduled for September 13, 2011. Qualified citizens wishing to be considered by the City Council should notify the City Recorder in writing or by email of their interest no later than 4:00 pm on Friday, September 9, 2011. Candidates may include a resume if they so desire but are not required to do so. The City Council may elect a Mayor from those citizens who have expressed interest or the Council may choose another citizen. They Council may also decide to delay the election to another specific date.

ADOPTED by the Aurora City Council at a Special City Council meeting held on Tuesday, August 23, 2011. This resolution is effective upon passage.

Dated this ____ day of August, 2011.

APPROVED AS TO FORM:

City Attorney

ATTEST

Jim Meirow, Mayor

City Recorder

Resolution Number 635
A Resolution Declaring the Mayor's Position to be Vacant and Establishing a Process to Select a Replacement
Special City Council Meeting
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2012 SPECIAL CITY ALLOTMENT
RESOLUTION NUMBER 637

Under the provisions of ORS 366.800 and 366.805, there has been withdrawn from State Highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars. As provided in ORS 366.805, said sums have been set up in a separate account to be administrated by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer persons, upon streets not a part of the State Highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.

No one project can receive more than \$50,000.

The City of _____ is an incorporated City of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census. The following streets of said City, _____ meet the conditions required in ORS 366.805.

NOW, THEREFORE, the members of the City Council, in regular or special session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are inadequate for the capacity they serve or are in a condition detrimental to safety.
2. That said streets of said City are in need of repair, reconstruction, or other major improvement.
3. That said street are not a part of the state highway system, and are under the jurisdiction and control of the City.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$1,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of _____ does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use and benefit of said special fund and appropriation; and therefore does designate _____ as the official representative of the City in all negotiations resulting from this request.

Passed and approved this _____ day of _____, 20__.

There is attached hereto and made a part hereof, a City map on which is indicated the street, streets, road, or roads, described in this resolution.

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of _____ at a regular or special meeting of said Council, held on the _____ day of _____, 20__.

Dated this _____ day of _____, 20__.

City Recorder

Oregon Department of Transportation
Special City Allotment
Certification of Completion
Agreement No.: _____

City: _____ Contract Or Work Order No. _____

Project Name: _____

Description Of Work: _____

Date Work Started: _____ Work Completed: _____

FINAL PROJECT COST = _____

I hereby certify that all work performed under the above agreement and contract work order has been constructed in substantial compliance with the plans and specifications developed for the project. The City accepts this project as constructed.

Signature

Title

Date

2012 SCA Program General Information

The Special City Allotment (SCA) Program was established in 1947 by the Oregon Legislature under Oregon Revised Statute (ORS) 366.805. Guidelines and a working Agreement on this program have been developed in cooperation with the League of Oregon Cities. The purpose of the program is to help cities repair or reconstruct city streets that are inadequate for the capacity they serve or are in a condition detrimental to safety. A sum of \$1,000,000 will be available for the 2012 program with a maximum of \$50,000 allotted to any one eligible city.

After receiving the applications, on-site investigations will be conducted by ODOT to evaluate the merits of each request. This evaluation is based on the criteria of street surface condition, current traffic volume, five-year population growth, potential safety improvements, and number of years since last SCA project.

The following are points you should consider in selecting a project for application:

- 1) The street must be under the ownership, jurisdiction, and control of the City. State- or County-maintained roads within city limits are not eligible.
- 2) When selecting a project, try to pick a street in poor condition and carrying a high volume of traffic such as:
 - A) A street serving an agricultural, commercial, or industrial facility, school complex, tourist attraction, or another feature of local importance or interest.
 - B) A street serving a growth area such as a new housing subdivision or commercial development.
 - C) A main thoroughfare with an increasing volume of traffic.

Poor candidates would be streets with deterioration caused by the installation of underground utilities, dead end streets, or those with low traffic counts.

A good method of selection is to have several people drive over and examine the City's streets then pick the street that best complies with the program guidelines. Every year applications are received which do not present the best project candidate from the City. We highly recommend you compare several streets before you make a final selection.

When completing the application, be sure that all applicable questions are answered and that both the application and accompanying resolution have original signatures. Also include the location of the project on a City map.

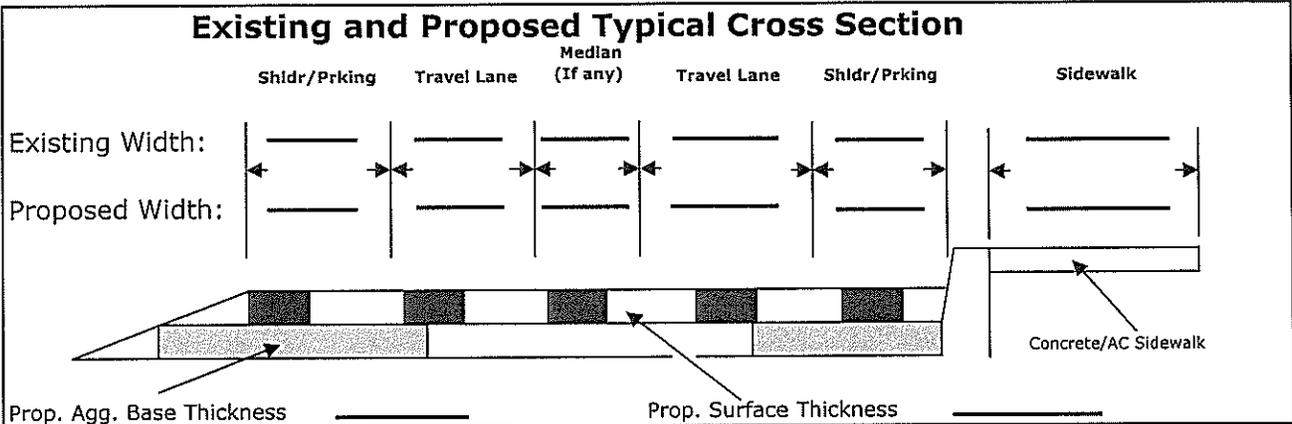
Current maps may be obtained online at:<http://egov.oregon.gov/ODOT/TD/TDATA/gis/CityMaps.shtml>.

Special City Allotment (SCA) Application

CITY OF _____ DATE _____

STREET NAME _____ FROM _____ TO _____
 (Attach map showing project limits.)

Project Length _____	Est. Project Cost \$ _____	Avg. Daily Cars (Current) _____	Avg. Daily Trucks (Current) _____
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Pavement
 Surface Type _____
 Existing: _____
 Proposed: _____
 Proposed Thickness: _____

Storm Sewer
 Existing (Y/N): _____
 Proposed (Y/N): _____
 Pipe Diameter: _____
 Pipe Length: _____

Adjustments:
 Inlets #: _____
 Manholes #: _____
 Pipes #: _____

Right-of-Way
 Existing Width: _____
 Adequate? (Y/N): _____
 Proposed Width: _____

	<i>Left Side</i>	<i>Right Side</i>
Sidewalks		
Existing (Y/N):	_____	_____
Prop. (Y/N):	_____	_____
Proposed Length:	_____	_____
Proposed Width:	_____	_____
Curbs		
Existing (Y/N):	_____	_____
Prop. (Y/N):	_____	_____
Length:	_____	_____
Type:	_____	_____
Bridge		
Name & Bridge #:	_____	
Length:	_____	_____
Width:	_____	_____
Type of Structure:	_____	
Sufficiency Rating #:	_____	
Name of Stream:	_____	

Remarks: _____

By: _____	Date: _____
Mayor	
By: _____	Date: _____
City Recorder	
By: _____	Date: _____
City Administrator	

Attach additional sheets for each street. All streets combined will be one entry.



Oregon

Theodore R. Kulongoski, Governor



Department of Transportation
Region 2 Local Programs
455 Airport Road SE
Building B
Salem, OR 97301-5395
(503) 986-5834
Fax (503) 986-2830

June 8, 2011

TO: City Manager, Administrator, Mayor, Recorder, Public Works Director

RE: 2012 SPECIAL CITY ALLOTMENT GRANT PROGRAM

Enclosed you will find information and an application form for your City's consideration of the 2012 Special City Allotment (SCA) grant. As you may already be aware the grant amount has increased to \$50,000. If interested, you are encouraged to pursue the process as soon as possible. Applications and Resolutions for projects must be on file in this office by August 1, 2011.

To be eligible for the current SCA program, a City must have completed all previous SCA projects. A project will be considered completed when a Final Inspection Report is submitted to ODOT Program and Funding Services, by the Region 2 Local Program Construction Liaison. This report must be completed no later than September 1, 2011 or sooner, if your agreement expires before then. If you have a completed project that has not been inspected, fill out the Certificate of Completion and contact me. If it looks like you will not be able to complete a project within the two-year deadline, or if you need to know what that deadline is, please call me before it expires.

Please submit your application and resolution to this office. If you need additional forms or have questions regarding the program, please feel free to contact me at (503) 986-5834 or by email at John.W.Johnson@odot.state.or.us.

Sincerely,

John W. Johnson
Region 2 Local Program Construction Liaison

Enclosures:

- Special City Allotment General Information, (1 pg.)
- Special City Allotment Application, (1pg.)
- Special City Allotment Resolution, (1 pg.)
- Certificate of Completion, (1 pg.)