

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Tuesday, September 3, 2013 7:00 P.M.**

1. **CALL TO ORDER:** Mayor David Hatcher called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Mayor Hatcher conducted the flag salute
3. **ROLL CALL:** Mayor David Hatcher; Council President Teri Lenahan; Councilors: Charlynn Newton and Robert Kindel, Jr.

Absent Excused: Michael Demagalski

Absent: Glen Warren, Michael Broome

Staff present: City Manager Martha DeBry, Public Works Director Blake Boyles, Library Director Debra Brodie, Management Analyst Jennifer Knowles, Deputy City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 08/19/2013 Council meeting

Motion by Lenahan. Seconded by Newton to approve the Consent Agenda with a requested change by the Mayor to switch Agenda Item 8C with Agenda Item 8A. The motion was approved unanimously.

5. **PUBLIC COMMENT:**

Judy Dreis, 31001 NW Highland Court, addressed the Council regarding a noise ordinance that addresses barking dogs. She stated there is a house between the Chevron station and the Highland Court apartments with three dogs that have become an issue. The dogs bark at people both in the Chevron parking lot and people in the parking lot at Highland Court. Dreis was wondering if there is a letter that can be drafted to the owners. DeBry stated we have a nuisance ordinance. Hatcher asked DeBry if there have been any other reports of this issue. DeBry stated this was the first we have heard of it. Hatcher thanked Dreis and staff will look into the issue.

6. **PRESENTATION:**
None Scheduled

7. **PUBLIC HEARING:**
None Scheduled

8. **NEW BUSINESS:**

A. Adoption of Resolution No. 1800 Waiver of fees for temporary Street Closure on September 7, 2013 for a fundraiser for Doernbecher Children's Hospital

Lyn Davis, owner of the Last Waterin' Hole described to the Council her plans to have a fundraiser for the Doernbecher Children's Hospital. Specifically Doernbecher has expressed a need for more bubbles. Davis was asking the Council to waive the fees associated with the street closure and the city's fee for a temporary liquor license.

Lenahan and Newton asked Davis how she is planning on monitoring the use of alcohol only within the perimeters of the street closure. She will have physical barriers set up at the ends of the street. She also stated that the North Plains people are good people and will stay within the bounds of the area.

Kindel and Lenahan stated that the Council would like more of an advance notice of these requests. Davis agreed. She stated that time just got away from her. She would like to have these requests in to Council at least a month prior to the event.

Motion by Kindel. Seconded by Lenahan to adopt the Resolution No. 1800 waiver of fees associated with this event on September 7, 2013. The motion was approved unanimously.

B. Discussion regarding Street Fee In Lieu

DeBry presented the staff report. The initial purpose of this fee was to charge the Fee in Lieu as a condition of approval to avoid creating patches of repaired new street among older unrepaired sections. This was more of an aesthetic concern, than a safety or preservation measure. These funds were collected as in-fill projects or remodels were done for the eventual installation of curbs, gutters and sidewalks of an entire area. In most instances the resident could install sidewalks, storm drains and curbs on their own rather than paying the Fee in Lieu. Since its inception in 1998 the fee has accumulated approximately \$162,300 in funding. Funds have been collected for almost 15 years, and no tangible projects have been completed with the exception of using \$21,000 on the Claxtar Street project.

Builders are required to pay a county-wide Transportation Development Tax when the use of a property is changed. Our Fee in Lieu is an additional fee builders need to consider before starting a project. Other cities in the vicinity do not have this fee. Functionally the fee has made construction of infill housing or major remodels prohibitive. In the months since the fee was reduced/waived the City has seen a significant increase in applications for new in-fill homes. The reduction of this fee more than any other SDC reduction has prompted strong interest in building projects in North Plains. The fee reduction has also enabled improvements by some businesses.

The City has not realized a full benefit from the fee to date, nor does it have a clear plan to create such a benefit. DeBry is looking for direction from the Council on how to proceed.

Lenahan stated she wants to bring the attorney in on this discussion. She wants it clearly stated that whatever action we take is legal. She wants it clearly stated if we can we use these funds for another area or project than what the fee was initially collected for.

Hatcher stated the amount of money collected will not build a lot of sidewalk. Boyles stated that it costs about \$10,000 to install 100 feet of frontage. DeBry stated that the prioritization of sidewalk projects will be a discussion for a later meeting. DeBry suggested one possibility could be to hire a sidewalk crew to work for a year on sidewalk projects. Kindel inquired if we would have public meetings before we were able to move forward with a change in the use of funds.

The temporary moratorium of this fee will expire in October. Council directed DeBry to research options and report back at the next meeting. No motion was made.

C. Discussion on direction to take regarding the City newsletter and advertising

DeBry presented the staff report. Recently, the City's only newspaper the Beacon was discontinued indefinitely. As a result the City's newsletter may be the only monthly publication that reaches the entire community. This also means that local organizations and businesses do not have a means to target advertising towards North Plains' residents. Staff is asking Council to consider if the newsletter should be adapted to help fill some of the void left by the Beacon.

Discussion ensued. If we proceed with expanding the newsletter, Council wants to have advertising options only available for local businesses. Council sees the value in the recorded history segment the Beacon provided and would like to see that continued in the city newsletter. Lenahan stated the residents value the newsletter. It was suggested approach the Chamber of Commerce to inquire of the feasibility of businesses using this venue for advertising. Council advised staff to move forward in exploring options and costs.

D. Presentation to Council of the new Events Website

DeBry and Jennifer Knowles presented a new events website they are developing to the Council. The current website is great for managing the posting of city documents, but there are some limitations with our current website regarding using graphics and integration of forms. The new website, npfun.org has options to add more graphics for city events and connect with other organizations and groups that support these city events. The websites will be interactive. The "Events" tab in northplains.org will link to the npfun.org website and the option to click on a button will return to the city website. The ability to add video clips and links straight to registrations will be added to the npfun.org website. Staff is asking for Council's approval to make the site live and activate it for use in promoting city events.

Council was very pleased with the website and the consensus was to move forward with the events website.

E. Presentation of a new city event: North Plains Pumpkin Run and Costume Parade

The City's new Business Analyst, Jennifer Knowles, presented a proposal for a new city event to the Council. Knowles has put together a rough calendar of this proposed event to be called the North Plains Pumpkin Run and Costume Parade. This event would include a pumpkin pancake breakfast provided by the Senior Center; a Pumpkin Fun Run along Pumpkin Ridge Road; a costume parade that would be staged to begin at the pumpkin patch at Lakeview

Farms and end at Jessie Mays Community Hall. At Jessie Mays there will be events including a pumpkin carving contest; cookie decorating; coloring contest; a cider smash demonstration; and ending with a mini-pumpkin slingshot contest in the park. Staff is looking for Council's approval to move forward with the planning of this new event.

Lenahan asked how staff is planning on funding the event. DeBry stated that many of items are being donated by local vendors. They will continue to seek contributions from different venues such as Intel, the Boy Scouts, churches in town, and with parents assisting. The Friends of the Library will be asked to bring "harvest" treats that can be sold to participants as a fundraiser for the library. Recology will donate the small pumpkins for the launching contest. Carving kits can be picked up at the Dollar Store or Goodwill. Knowles will line up volunteers to help with the event.

Lenahan wants to be kept informed of the employee costs associated with planning this event. She is especially concerned because this event was not addressed in the budget.

Hatcher is hearing that the staff thinks the costs will be kept low, but he wants to know more details. He wants to know how much staff time is being spent on the planning and organizing for this new event.

Council consensus was for staff to proceed with the planning for this event. They want staff to report back to Council at the September 16, 2013 meeting.

10. ORDINANCES:

FIRST READING:

A. None Scheduled.

SECOND READING:

B. None Scheduled

5. PUBLIC COMMENT (Cont.):

Karen Jacky informed the Council that Irene Kay will be 99 years old on September 7th and will be celebrating with her family. The Senior Center is celebrating on Friday, September 6, 2013, with lunch followed by ice cream and cake. Jacky invited Council to join the Seniors in celebrating Irene's 99th birthday at the Senior Center.

11. STAFF REPORTS

City Manager DeBry reported on the progress of the walking trail tunnel near the 76 Gas Station and 307th. The Board of Directors for the 76 Station is not allowing surveyors on the property. There have been some discussion on realigning the trail. Lenahan stated that originally they were supportive of the project. DeBry stated they were verbally on board, but when it came time to draw up papers, the Board of Directors were no longer willing to give up the land for the trail. Staff received a two sentenced letter that did not explain the reason for the change. Council agreed that perhaps they should be approached in person again to see if the situation can be rectified.

DeBry explained that staff is looking into a second site for a water tank on the east side of town. There is property available out West Union next to Protocol. It is a .9 acre site. Public Works could use this site for many uses. A realtor will be contacted to look into this possible transaction. Council briefly discussed the process they wanted to take in selecting a realtor. DeBry will report to Council before moving forward.

DeBry will be addressing the Comprehensive Plan with the Planning Commission at the 9/11/13 meeting. Staff has a rough draft to identify what needs to be updated in the Comp Plan which is Chapter 15 of the Municipal Code.

Chief Snyder was absent from the meeting.

Public Works Director Boyles updated the Council on the Claxtar Street project. All the paving should be done in the next couple of weeks.

Library Director Debbie Brodie reported that September is library card sign-up month. We have the lucky barcode contest in effect again. Every week there will be a new list of numbers posted and if your library card barcode matches you can win your choice of a candy bar or a bag of apples donated from Mason Hill Orchards.

The Summer Reading Program has ended. We had 96 adults participating this year. The number of children signing up was down this year.

The library will have a table set up at the Elementary School's Back-to-School night on September 19, 2013.

Library staff has applied for a grant that could be used in acquiring certification to be an advisor and presenter for the Cover Oregon Healthcare program. This program goes into effect the beginning of October 2013.

12. COUNCIL REPORTS

The September 2013 Council Calendar was distributed in the packets for Council to review.

Mayor's Report:

Hatcher inquired of the status of Brenda Bottema and the Lucky 2 Serve program. DeBry stated she has brought the 20 applications into City Hall and one has been distributed so far.

Hatcher stated the Concerts in the Park have concluded for this year. The last concert by the Garcia Birthday Band was a big success. Hatcher stated they were a great group of guys in how they worked with us on the price to book them.

Council Reports:

Lenahan thanked Brodie for pursuing the educational aspect of the Cover Oregon Healthcare plan. Lenahan stated there are a ton of questions that individuals have about this new healthcare system and thinks it will be great to be able to use the library as a resource.

Lenahan asked about the status of the Curtis Street closure that was addressed at the last Council meeting by L. Israel. DeBry stated the street was not designed to be a closed street.

We will need more time and data from the usage of the street in order to evaluate and justifying a closure. Lenahan asked that DeBry inform L. Israel that a street closure is not feasible at this time.

Signs have been installed on Highway 26 regarding the City Center. Boyles has ordered two more signs to direct traffic to the Central Business District of our downtown area.

Lenahan inquired of the possible installation of cameras in the downtown area that were mentioned at the last Council meeting. DeBry stated Snyder will present a proposal to Council before anything further is decided. Lenahan stated that she has received an "earful" from individuals she has spoken with about it.

DeBry state the Eagle Scout project is under way on the corner of Wascoe and Main Street. They have laid the brick path and planted a few shrubs. The need to add a few more structural barriers and add benches yet. Hatcher stated they had a great crew working on it over Labor Day weekend.

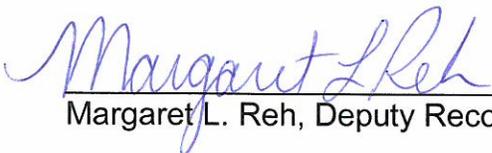
13. ADVICE/INFORMATION ITEMS:

- Last two Farmer's Market scheduled for Saturday, September 21 and September 28 from 9:00 a.m. to 1:00 p.m.
- Benefit Dance and Country Music Show, Saturday, September 21, 2013 from 7:00 p.m. to 11:00 p.m. at Jessie Mays Community Hall.

14. ADJOURNMENT: Mayor Hatcher adjourned the meeting at 8:46 p.m.



David Hatcher, Mayor



Margaret L. Reh, Deputy Recorder

Date approved _____

9/16/13