



MINUTES

City Council - REGULAR Session Meeting

Tuesday, January 2, 2018 North Plains Senior Center 7:00 PM

**COUNCIL
PRESENT:**

Mayor Teri Lenahan; Council President Sherrie Simmons;
Councilors: Garth Eimers, Larry Gonzales, Robert Kindel, Jr.,
Cameron Martinez, Russ Sheldon,

**COUNCIL
EXCUSED:**

N/A

STAFF PRESENT:

City Manager Don Otterman; City Recorder Lori Lesmeister

OTHER

Spencer Parsons, Beery Elsner Hammond;

1 CALL TO ORDER

Mayor Lenahan called the Regular Session of the City Council to order at 7:00 pm.

2 PLEDGE OF ALLEGIANCE

3 ROLL CALL

4 CONSENT AGENDA:

(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)

- a) Approval of January 2, 2018 City Council Regular Session Agenda
- b) Approval of December 18, 2017 City Council Minutes.

Motion to approve the Consent Agenda.

Moved by Councilor Simmons. Second by Councilor Eimers.

Motion was approved unanimously.

5 PUBLIC COMMENT: NONE

6 PRESENTATION: NONE

7 STAFF REPORTS:

- a) City Manager Otterman stated that Library Director Will Worthey wanted to let Council know that circulation at the North Plains Library was up 15.7% in December 2017 vs December 2016 - the largest increase in the entire WCCLS network.

8 PUBLIC HEARING: NONE

9 NEW BUSINESS:

a) **Electing a new Council President**

Per Section 10 of the North Plains City Charter: At its first meeting each year, the council must elect a president from its membership. The president presides in the absence of the mayor and acts as mayor when the mayor is unable to perform duties.

Councilor Gonzales nominates Councilor Sherrie Simmons for Council President. No other nominations.

Move to approve Councilor Simmons as Council Present for the 2018 year.

Moved by Councilor Gonzales. Second by Councilor Eimers.

Motion was approved unanimously.

b) **Street Fee in Lieu - from postponement at Dec. 28, 2017 meeting**

City Manager Otterman explained the reason that Fee in Lieu was established in to begin with. When the Council decided to eliminate the Fee in Lieu several years ago, it did not eliminate the requirement for street improvements for partitions or commercial or industrial development. Otterman asked Council if they want to require street improvements for partitions, lot line adjustments, commercial or industrial development. If they do, the Code does not need to be changed. If they don't, the Council should direct the Planning Commission to amend the zoning Ordinance to not require street improvements. Questions and discussion ensued. Otterman recommended doing a resolution that includes clear wording that states that all Fee in Lieu fees collected go to improvements on the street from which the fees were collected and the funds are kept in a separate account. This will require tracking this data. Discussion continued.

Consensus of Council to keep the Code as it is and have staff bring back a Resolution to reinstate the Fee in Lieu.

c) **Resolution to reappoint Patti Burns to the Parks & Recreation Board through June 30, 2018.**

This is strictly a housekeeping item, she was approved for reappointment by the Parks Board earlier this year.

Move to reappoint Patti Burns to the North Plains Parks & Recreation Board

Moved by Councilor Sheldon. Second by Councilor Eimers.

Motion was approved unanimously.

d) **Approval of proposal from Conservation Technix for updating the Parks Master Plan and authorizing the City Manager to sign the Personal Services Agreement (PSA)**

The Parks Master Plan has not been updated since 2009. It needs to be updated to include the recent expansion areas and also for updating the Parks System Development Charges (SDC's). The original Resolution for Parks SDC's says that the SDC's should be updated every January based upon the Construction Cost Index

and the average increase in vacant residential land in Washington County. The rates were not increased for three years, then increased the next two years, but Otterman cannot find the basis of the increases. He is going back over the rates since 2012 to recalculate and get the SDC's up to date based on the Resolution. He will then bring that back to Council for approval to update the Parks SDC's. Otterman said he has confirmed references for Conservation Technix, the only company that submitted a proposal for the Parks Master Plan and all were positive. They told Otterman they can get started sometime around the first of February. Questions and discussion ensued. Councilor Eimers would like to see a structured survey done and it could include questions from a survey that was done back in 2006. He wants to make sure residents from the new subdivisions on the east side of town have a voice. Councilor Gonzales would like a more detailed proposal and stated he is leery of 'not to exceed' type contracts. Otterman said he will talk with Steve from Conservation Technix and get a more detailed breakdown of the proposal and rates, as well as a time-frame for the project to be completed. Councilor Simmons noted that on the agreement, Item #5, should just say City Manager (with no name attached since there will be a change in the position the first of February). Otterman will have them make that change. Gonzales asked for an update on the transition of City Manager be given at the next Council meeting. Otterman stated has a bi-weekly phone call with incoming City Manager Andy Varner and he told Andy that he would be available by phone for questions and assistance during the early period of the transition. Consensus of Council to bring this topic back to the January 16, 2018 City Council Meeting with an update on the proposal based on discussion and concerns from this evening's meeting.

e) **Resolution No. 1987 approving the increase of Water SDC's**

Councilor Gonzales noted that he was surprised that there were no developers in attendance tonight. Otterman stated that the STC's in tonight's Resolution No. 1987 are actually less than what was originally proposed at the October 16, 2017 Council meeting. Kyle McTeague with Murray Smith & Associates (city engineers) was in attendance to answer questions from Council. Otterman noted there has only been one water rate increase in the past six years and Deb Gilardi is working on a report regarding increasing water rates that should be ready in approximately six months or so. Otterman stated that water rates should be looked at yearly and because that has not happened the expected increase will be larger because of the six year lapse in increases.

Move to approve Resolution No. 1987

Moved by Councilor Simmons. Second by Councilor Martinez.

Motion was approved unanimously.

10 UNFINISHED BUSINESS: NONE

11 ORDINANCES: NONE

12 CITY MANAGER REPORT

- a) Otterman and Public Works Director Boyles will be attending a "One Stop" meeting on Wednesday, January 10, 2018 to discuss potential sources of financing for the new water reservoir. He will bring back information to the next Council meeting.

13 COUNCIL REPORTS

- a) Council reports will be provided by the Mayor and City Councilors on meetings attended and other items

Gonzales also gave a brief update on what was discussed at the December MACC Meeting. He has documents regarding net neutrality and will forward them to the City Recorder so that she can forward them to Council. He noted that at the meeting internet providers said that they are willing to come to future Council meetings to answer questions and provide more information if asked. He said that Comcast and CenturyLink both have programs to assist in funding city/community projects and are taking proposals under advisement. Gonzales said that they funded all projects that had been brought before them and still had funds left over, so he feels that there is a great opportunity for North Plains to take advantage of these programs. Otterman said he did contact, via email, the lady from Comcast that introduced herself at a Council meeting a couple of months ago. She did talk about how the company assists in funding city projects at the meeting. He has not heard back from her to date, so will contact her again in the next few days.

- b) Review January 2018 Council Calendars, set Committee Appointments

Committee appointments will stay the same as 2017.

Councilor Gonzales will attend the February and March Parks & Recreation Board meetings while Councilor Martinez is on maternity leave.

The State of City Address by Mayor Lenahan will be Tuesday, January 9, 2018 at noon at the Chamber of Commerce Luncheon.

There is a CPO8 Meeting on January 11, 2018.

Reminder to Council that they are required to fill out a Statement of Economic Interest - 2018 that they will receive via email. It must be turned in by April 15, 2018.

Councilor Eimers asked Otterman if he has received any feedback from Portland State University (PSU) with regards to their proposal to have students be involved with a city project. Otterman said he submitted a project to PSU, but had not heard back from PSU. Councilor Sheldon said he recalled that the PSU representative said at the meeting they attended that we had already missed the cutoff for the 2017/18 year and that we would hear from them sometime in late January regarding our project submission.

14 ADVICE/INFORMATION ITEMS:

15 EXECUTIVE SESSION

- a) 8:08 pm. Open Executive Session in accordance with ORS 192.660(2)(e) regarding real property transactions.
- 8:28 pm. Adjourn Executive Session

16 ADJOURNMENT:

Mayor Lenahan adjourned the Regular Session of the City Council at 8:28 pm.

Teri Lenahan, Mayor

Lori Lesmeister, City Recorder

Date Approved _____