



MINUTES

City Council - REGULAR Session Meeting

Monday, October 16, 2017 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:

STAFF PRESENT:

City Manager Don Otterman; Library Director Will Worthey; Chief of
Police Jesse Baker; Public Works Director Blake Boyles; 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

Mayor Lenahan led the Council in the flag salute.

3 ROLL CALL

4 CONSENT AGENDA:

- a) Approval of October 16, 2017 City Council Regular Session Agenda
- b) Approval of October 2, 2017 City Council Minutes.

Motion to approve the Consent Agenda.

Moved by Councilor Simmons. Second by Councilor Martinez.

Motion was approved unanimously.

5 PUBLIC COMMENT:

- a) Sherrie Simmons, representing the North Plains Event Association, presented a check to the city in the amount of \$1,687.31 for their contracted portion of the North Plains Garlic Festival.
- b) Blake Boyles, representing the NW Vintage Thunderbird Club, said that the club was very happy with the participation and turn out for the car show that was held July 1, 2017 and would like to put on another car show the weekend of June 30, 2018. He requested that the city allow the same street closures that they had for the 2017 show. Council asked that this item be put on the agenda for the November 6, 2017 meeting.

6 PRESENTATION

a) TVF&R PRESENTATION

Chief Mike Duyck from Tualatin Valley Fire & Rescue showed a Power Point presentation on the State of the District. Questions and a brief discussion followed the presentation.

7 STAFF REPORTS

a) Library Director's Monthly Department Report

Worthey stated that the library has found a teacher to volunteer for the Oregon Battle of the Books program and they had their first meeting today, with seven kids in attendance. Worthey said that he is in talks with author Phillip Margolin to do an author's talk sometime early next Spring. He is working with Margolin on an agreement to speak free of charge. He will update Council when he has more information. Worthey was asked about the automatic door for the library and how it might be funded. He has discussed the door with the Friends of the Library, they requested to see a quote for an automatic door. Worthey is working on getting a couple of quotes to provide to the Friends of the Library with the hopes that they will provide the funding for the project.

b) Chief of Police Monthly Department Report

The number of calls went up for the month of September because our 4th officer completed his training and is now on duty full time. All officers will be getting Narcan training on Oct. 23, 2017 and our officers will begin carrying Narcan in their cars for use on Opioid overdoses. Chief Baker confirmed with Councilor Gonzales that he will assist the department with the process to get accreditation.

c) Public Works Director's Monthly Department Report

Boyles reported that Public Works has been busy repairing several leaks recently and that they have been using some equipment borrowed from the City of Banks to assist them. Leaf pickup will happen the first week of November, and again the first week of December (depending on the weather). The city is up to 1,121 meters and public works is doing approximately 100 locates per month. Boyles has been working with ODOT on the Special Cities Allotment Grant which will be used for the grinding and paving of Commercial Street from 313th St. to Main St. Boyles is working with the city attorney to make sure that the plans meet ODOT's ADA requirements. Boyles will be bringing the Community Garden and its current state before Council in the next couple of months. Mayor Lenahan asked about the contract between the City and the Community Garden and if it is current. Boyles will look into it. He is working on the Water Master Plan update. Both of this year's murals have been completed. City irrigation sites have been winterized. Boyles has submitted the request for qualifications for the design of the new water reservoir.

d) Finance Monthly Department Report

City Manager Otterman said that Council will now be receiving a monthly report that will include budget numbers for each of the line items for each department, monthly expenditures/revenues, and YTD expenditures/revenues and the % of budget YTD so that Council can track how the city is doing on expenditures and revenue.

8 PUBLIC HEARING:

a) Water System Development Charge (SDC)

Deb Gilardi presented a Power Point on a proposed increase in System Development Charges.

Public Hearing opened at 8:07 PM

James Atkins - Home Builders Association, 15555 SW Bangy Rd. Lake Oswego, OR 97035 emailed a letter to the City and also spoke during the public hearing asking to go with a lower increase, delay implementation or to consider adopting a phased in approach to the increase to reduce the impact on builders and home buyers. The City also received an emailed letter from Lennar Homes requesting the same thing. Questions and a brief discussion ensued. Councilor Eimers asked what the impact would be if the increase was implemented all at one time. Atkins replied that it depends on the project, when the funding was done and the type of funding. For a subdivision the financing is one of the first things done in advance of anything else, so on those projects that have already completed financing it will have a large affect and will cause the builder to either absorb that higher rate or pass it on to the home buyer.

Rudy Kadlub - Costa Pacific Communities, 14350 SE Industrial Way, Clackamas, OR 97015 spoke on how an increase would affect builder's costs because that cost does not reflect to the home buyer's cost. An increase of \$1,910 of the SDC reflects an increase in the purchase price of a home between \$3,400 - \$4,200.

Move that the City Council continue the public hearing on the revised water system development charges to the December 18, 2017 City Council meeting

Moved by Councilor Eimers. Second by Councilor Gonzales.

Motion was approved unanimously.

b) City Manager Otterman said the contract with the Joint Water Commission states that we need to have three days' worth of water storage, which is equal to 1,000,000 gallons. The reservoir that we have now holds 1,000,000 gallons. If our consumption goes up even slightly right now we will be out of compliance. To design and construct a new water reservoir will take approximately two years. With the growth that is scheduled to happen in the next two years (198 homes), we will be out of compliance with our contract if we do not build the new reservoir. If the SDC's are not raised to do this, or are phased in over 1-2 years there will not be enough funding and those costs will have to be passed on to all other residents. Otterman said that the city is 'playing catch-up' when it comes to the Water Master Plan update and increasing the SDC's.

9 NEW BUSINESS:

a) **City iPad Policy**

There has not been a policy on the use of city provided iPads, cell phones, or other electronics. The two concerns addressed by the city attorney are the privacy of councilors that use city provided technology for private use and also the issue of public records for councilors that are using their private devices for city business.

Move that the city council adopt the City Supplied Device Use Policy.

Moved by Councilor Kindel. Second by Councilor Gonzales.

Motion was approved unanimously.

b) **Approval of James Fage to Planning**

James Fage was a member of the North Plains Planning Commission. His term expired December 31, 2016 and he applied to continue serving on the Planning Commission prior to that expiration. In December 2016 the Planning Commission recommended Fage to a second term on the Commission but that recommendation never went before City Council for approval. This item is strictly for house-keeping, as Fage has been serving as a Commissioner all of 2017. This Resolution will confirm him as a Planning Commissioner through December 31, 2020.

Move to approve Resolution No. 1982 appointing James Fage to a second term on the North Plains Planning Commission

Moved by Councilor Eimers. Second by Councilor Gonzales.

Motion was approved unanimously.

c) **Water Rate Study Proposal**

Deb Gilardi has extensive experience in water rate studies. Otterman went 'single source' on this rather than getting three quotes, based on the qualifications of Gilardi and the fact that she is very familiar with the city's water system and rates already. Eimers asked about the timeline, Otterman said the goal is to have it completed by the end of this year or shortly after the first of 2018.

Move that Council approve the proposal from Galardi Rothstein Group for a water rate study in the amount of \$10,925, concur with the city manager's finding for going sole source for this contract, and authorize the city manager to sign the agreement

Moved by Councilor Simmons. Second by Councilor Eimers.

Motion was approved unanimously.

10 UNFINISHED BUSINESS: None

11 ORDINANCES: None

12 CITY MANAGER REPORT

- a) Otterman attend the Washington County Coordinators Meeting today in place of the Mayor. One of the main discussions was the increase of gas tax that the city will be receiving due to HB 2017 (Transportation Bill). We currently receive \$117,900 per year. It will increase approximately by \$27,000 in 2018.

13 COUNCIL REPORTS

- a) No updates/reports
- b) Review November 2017 Council Calendar

14 ADVICE/INFORMATION ITEMS:

15 ADJOURNMENT:

Mayor Lenahan adjourned the Regular Session of the City Council at 9:05 PM

Teri Lenahan, Mayor

Lori Lesmeister, City Recorder

Date Approved _____