

CITY OF NORTH PLAINS, CITY COUNCIL MEETING
MINUTES REGULAR SESSION
NORTH PLAINS SENIOR CENTER
31450 NW Commercial
Monday, November 4, 2013

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

Excused: Mayor Hatcher; Councilor Demagalski

Staff present: City Manager Martha DeBry, Chief of Police Bill Snyder, Public Works Director Blake Boyles, Library Director Debbie Brodie, Deputy City Recorder Margaret Reh

4. **CONSENT AGENDA:**
 - A. Approval of regular session agenda
 - B. Approval of minutes of 10/21/2013 Council meeting

Motion by Broome. Seconded by Warren to approve the Consent Agenda. The motion was approved unanimously.

5. **PUBLIC COMMENT:**
There was none forthcoming.
6. **PRESENTATION:**
 - A. Proclamation of thanks to Eagle Scouts for the Wascoe Street Project.

Eagle Scout candidates, Logan and Carson Miller were not able to attend this meeting.

7. **PUBLIC HEARING:**
None Scheduled
8. **NEW BUSINESS:**
 - A. Receive comment and discussion of parking issues on Pacific Street between Main Street and Meadow Drive.

DeBry presented the staff report. Recently staff had received a request to change the traffic configuration at Pacific Street between Main Street and 320th. A notice was sent to all property owners within 500 feet of the area to attend the meeting or submit comments regarding the issue. Materials received were compiled and handed out to the Council and was available to those in attendance.

The purpose of this agenda item was to gather comments from the public so Council could evaluate options for this area. No decision was to be made at this meeting.

Council President Lenahan opened the meeting for public comments.

Janet Ford, 31975 NW Meadow Drive, reported she was involved in a traffic accident on Saturday evening where she came around a corner and hit a vehicle that was parked along the curb. This incident resulted in severe bruising and her car being totaled. She stated she feels the parking next to the curb cuts the road down to one lane of travel and has caused traffic safety issues. The intersection of Pacific and 317th Avenue T's right where the cars are parked and makes it difficult to get out of Oak Meadows Park. Her main concern is that emergency vehicles have a difficult time getting into the Oak Meadows Park. She would like to see striping painted on the street and lighting installed.

Joe Slavinski, 32095 NW Pacific, described a congested location in Hillsboro where cars end up being parked on both sides of the street, but this is found as a means to slow traffic down. His complaint is that individuals exiting Oak Meadows Park won't stop at the stop sign. He stated the property owners have the right to park their cars along the curb in front of their homes.

Dennis Wing, 31777 NW Pacific Street, presented a list to Council with 47 signatures of people who have no objections to vehicles being parked along the curb. Wing stated that when they built their homes, they were required to put in the curbs, gutters and sidewalks and they were told they would legally be able to park alongside the curbs.

Mr. Wing also submitted photos of cars being parked illegally where the curb is painted red at 317th Avenue, just inside Oak Meadows Park.

Mr. Wing compared Pacific with the newly renovated Claxtar Street. Claxtar Street allows for cars to park on both sides of the street and leaves a 14' travel lane. They also measured five other streets in town and they are all narrower.

Heather LaBonte, 32000 NW Meadow Drive, thanked the Council for taking the time to address this issue. This has been something she and neighbors have been working on for the past 14 months. She said historically Pacific Street has been a nice dead end street and the curb parking was not an issue. But with the new development on 320th now in place the curb parking is contributing to the traffic congestion. LaBonte would like to see no parking allowed at the curb. She stated the road narrows from 45' to 24-28'. Safety is the main concern. The accident this past weekend was vehicular, but the next one could involve a pedestrian.

Andrea Kolar-Ranes, 31597 NW Pacific Street, stated that cars are speeding down Pacific at all hours. She has called the cops about the speeding. She is concerned for the safety of her grandchild when he comes to visit. She sees the speeding every single day.

Kindel reported he met with Washington County Fire District 2. They did a test run and were able to turn into the Oak Meadows Park—it was slow, but they were able to turn in. It was discovered that if someone were parked on the south side of Pacific they would not be able to turn into 317th—emergency vehicles would need to travel to the next intersection at Meadow Drive.

Other comments included:

- Other residents aren't parking their cars on the street down the rest of Pacific east of Main Street.
- Vehicles are parked on the street along the curb while the property owner's driveways remain empty.
- Weaving in and out of cars parked slows traffic down.
- Pacific Street is designated a collector street and has a 60' right-of-way. Currently the pavement is between 24-28'.
- The Home Owners Association for Oak Meadows Park allows people to stop on that street to pay dues at that intersection.
- The CC&Rs for the area don't allow parking of RVs. They can use the RV storage provided or pay to store their RV at a facility.
- In winter people don't park on the south side of the street because of the ditch, although you will see some vehicles parked there during the summer months.
- It is impossible to speed. A person can be sitting with five vehicles while waiting for five vehicles to travel the opposite direction in the one open lane.
- Create an LID down south side of the street to do street improvements.
- Gary Wing stated his truck was the parked vehicle involved in the traffic incident last weekend. It was a clear night.

Lenahan stated that Council has discussed this at past meetings and we need to talk about safety with all this new development. Safety is the key issue. Her comment was do we forego safety to allow people to park where they want to.

Warren has mixed feelings. Street improvements are expensive; curbs-can't park there; widen the street, Safety is safety. We need more time to figure this out.

Kindel stated the new improvement down by Cottage Pointe have the street three feet wider—there is ten feet less

Newton asked if the vehicles can be moved three feet to the north. Wing stated yes, if we want them to park on the sidewalk.

Lenahan thanked everyone for their comments. She stated the Council will take them under consideration and will revisit this next meeting.

B. Adoption of Resolution No. 1804 permanently suspending the business license set up fee and waiving first year business license fee

DeBry explained the set up process for new businesses has been streamlined in the past year, therefore, the fee is in excess of the actual cost of setting up a business account with the City. The annual business license does generate some revenue for

the city, and waiving the fee for the first year encourages applications for permits to run a business in North Plains.

Motion by Kindel. Seconded by Warren to adopt Resolution No. 1804 permanently suspending the business license set up fee and waiving the first year business license fee. The motion was approved unanimously.

C. Review of City costs for Police Reserve Program

Council had requested a more detailed financial report on the cost of the Police Reserve program. Chief Snyder submitted a staff report that he and Finance Director Rachael Lembo compiled. Snyder informed the Council of the basics of the Reserves program including the minimum hours required for each Reserve Officer. They are required to work a minimum of 16 hours per month but most officers work well over that amount. The finance report was included in the Council Packet. This item was for information only.

D. Adoption of Resolution No. 1805 authorizing the purchase of gift certificates for employees for Thanksgiving and Christmas.

DeBry reminded Council that Mayor Hatcher had requested this item be brought to the Council. Annually the Council approves the purchase of \$25.00 gift certificates from Fred Meyers for employees for the Thanksgiving and Christmas holidays. These gift certificates are budgeted in the City Council employee recognition fund. Warren questioned the idea of staff receiving a gift certificate for Thanksgiving.

Motion by Kindel. Seconded by Broome to adopt Resolution No. 1805 approving the purchase of gift certificates for employee holiday gifts. The motion was approved by a 4-1 split vote with Warren voting against.

9. **UNFINISHED BUSINESS:**

A. Discussion and approval of specific draft city policies from number 104-203

The draft policy manual was distributed at the 9/16/13 council meeting to give the Councilors time to review and present any changes or concerns. Council directed staff on 10/21 that batches of policies be reviewed at each meeting until they are all approved. Councilors received an e-mail a week prior to the 11/4 meeting of the list of 11 policies that would be discussed.

Council went through policies 104-203. Discussion ensued. There were several minor changes made to most policies. Council directed staff to make these revisions and bring the edited copy to the 11/18/13 Council meeting.

B. Discussion of property acquisition for water tank site

DeBry presented the staff report. More specific direction is being sought from the Council in acquiring a site for the water storage tank. The City is looking at the need to build a tank by the year 2021. Council again discussed the options with the three properties outlined in the staff report. Council directed staff to remove the Protoco property from the options. The VanDomelen and the OSP properties provide more

options for alternative future uses for the community and a wider range of financial funding options. Council directed staff to look into having an appraisal done on the two larger properties. Warren also would like have tax information provided on the properties.

10. ORDINANCES:

FIRST READING:

A. None Scheduled

SECOND READING:

B. None Scheduled

11. STAFF REPORTS

DeBry displayed a slide presentation of the results of the Pumpkin Fun Run event and activities. Jennifer Knowles did an excellent job organizing the event. Over \$1800 was donated to the city for the event from sponsors. Nearly \$700 was raised over costs of the event that will be donated to the Friends of the North Plains Public Library. The costume and pet parade was sponsored by the North Plains Veterinary Clinic. There were a large number of participants, but not many spectators—this will improve with exposure. The children really enjoyed participating. This entire event is definitely worth repeating next year.

The water bills that were distributed this month included the rate increase. DeBry reported there was an issue with the labeling of the fields from the billing company due to a computer glitch. This is being corrected.

Police Chief Snyder had to excuse himself from the meeting before he was able to give his report. He did submit the written report which was included in the Council packet.

Public Works Director Boyles reported on the final stages of the Claxtar Street project. He also stated that a part of his staff has taken time off due to hunting season.

Boyles reported that over \$1900 in SDCs were collected last week when the OSP building needed to hook up to city water after their well failed.

The Garden Club has finished the bench and it has been installed at the corner of Commercial and Glencoe streets.

Library Director Debbie Brodie gave an update on the Cover Oregon status. The library had received a grant which enabled staff member, Donna Medica to be trained as a certified educator for the Cover Oregon program. Medica has been booked to conduct informational presentations throughout Western Washington County through December.

There is a lot going on at the library again this month. The details were listed in the written staff report submitted in the Council packet. Brodie emphasized the Art

Exhibit this month is exquisite needlepoint that has been loaned from our own Carolyn Leavitt. A reception for Carolyn is at 6:00 Friday, November 8th at the Library. All Council members are invited to attend.

Brodie's son, Captain Mark Brodie will be the guest story time reader this month while he is on leave from the Air Force.

12. COUNCIL REPORTS

Mayor Report: Mayor Hatcher was absent this meeting.

Council Reports:

Warren stated he will be attending a MACC meeting this month.

Warren stated he thought the bench that the Garden Club installed is pretty, but he wished they had made it match the surroundings more.

Kindel reported that Fred Gast from Polygon Homes will be speaking at the Chamber of Commerce on November 13.

Kindel also reported the Chamber is working out all the wrinkles from the mess that has occurred over the past year. He said a lot of work has gone into working on the by-laws and conflicts of interest these past six months and strides have been made in getting the NPEA and the Chamber all working together. He stated that Cindy Hirst has done a remarkable job in getting things straightened out.

Broome reported that he received \$700.00 from Reser's Foods to support the 4th of July Celebration and the Elephant Garlic Festival.

Broome also mentioned there will be a catered sweetheart dance on Valentine's Day in February and tickets are available for \$40.00 each

13. ADVICE/INFORMATION ITEMS:

- Monday, November 11: Veteran's Day—City Offices and Library Closed
- Saturday, November 16: North Plains Senior Center Holiday Bazaar at the Senior Center: 9:00-3:00
- Saturday, November 23: Dance at Jessie Mays at 7:30 p.m.
- Sunday, November 24: Playdate at Jessie Mays from 1:30 to 4:00 p.m.
- November 28 & 29: Thanksgiving Holiday—City Offices and Library Closed

14. ADJOURNMENT: Council President Lenahan adjourned the meeting at 9:45 p.m.



Teri Lenahan, Council President



Margaret L. Reh, Deputy Recorder

Date approved 11/18/13