



**Regular City Council Meeting
September 13, 2016
MEETING MINUTES**

CALL TO ORDER Mayor Pete Edison called to order the Regular Meeting of the Banks City Council at 7:07 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present were: Mayor Pete Edison, Teri Branstitre, Mark Gregg, Dan Keller, Mark Walsh, and Michael Nelson. Brian Biehl was excused.

Staff present: City Manager Jolynn Becker, City Recorder Angie Lanter, and City Attorney Dan Kearns.

APPEARANCE OF INTERESTED CITIZENS – There were none.

CEREMONIAL PRESENTATIONS & PROCLAMATIONS

1. Personal Achievement Award – Banks High School Varsity Softball Team Mayor Edison presented Personal Achievement Awards to the Banks Lady Braves, the 2016 Class 4A State Softball Champions. Mayor Edison recognized Head Coach James Wise, Coach Chris Herb, players Makenzie Davis, Destiny Maller, Katie Ragsdale, Alyssa Rogers, Michaela Shaw, Shakayla Snyder, and Keegan Wise. Absent team members were Emma McCourt, Hannah McCourt, Mary Schorn, MaKenna Partain, Kaylin Hernandez, Karlie Gerlinger, Gabby Eckhardt, and Coach Kylie Richeson.
2. 40th Anniversary of WCCLS Mayor Edison read the Proclamation honoring the Washington County Library System (WCCLS), marking the 40th anniversary of the WCCLS, and honoring 40 years of public library access. Library Director Denise Holmes noted that as a charter member of WCCLS, the Banks Library has existed for 40 years, and that in recognition of the groundbreaking for the existing library building that occurred 20 years ago, a ceremonial groundbreaking would be held on October 15th at 1 pm for the next phase of the library expansion project.

BRIEFINGS AND PROGRAMS

3. Police Monthly Briefing –Deputy Todd Hanlon presented the police report for August 2016.
4. Planning Commission Liaison – City Manager Becker reported the Commission reviewed and approved the final plat and the West Hills Development Plan in a public hearing.
5. Economic Development Commission (EDC) Liaison – Councilor Nelson reported on the EDC's August meeting, stating discussion focused primarily on the Brand and Vision timelines and initiatives and identifying volunteer leaders and potential committee members to take over the five initiatives. He confirmed the EDC would seek public input about the initiatives at the open house on October 5th, and encourage people to volunteer on the committees.

CITY REPORTS

6. City Manager Report – City Manager Becker presented the City Manager Report via PowerPoint, which was included in the meeting packet, and addressed questions from Council about the water rate study, the collection of the City's \$8,000 in unpaid municipal court fines, and the parking strip design on Main St. She suggested reserving time-limited spaces in front of City Hall for citizen use, and would check with City Planner Goldstein about the existing Code.

Council consented to the purchase of an \$800 Christmas tree topper for the Christmas Tree Lighting Event and to receiving only the water loss percentage each month, not the entire Water Report.

City Manager Becker stated the Port of Tillamook was interested in leasing property to the City for backup parking for the Linear Trail which would include improving the area and creating a new trail along the west side of the tracks to Commerce St. She confirmed the lease agreement would address any improvements to the area and that the maps sent to the Port of Tillamook showed the entire rail line from the trailhead to Highway 6. Once the timeline was determined, the City would begin seeking funding. City Attorney Kearns noted it would be worth including public parking lots in the Homeless Camping Ordinance.

City Manager Becker also reported that the Washington County Coordinating Committee (WCCC) placed the Banks Rd/Cedar Canyon/Highway 47 intersection on the MSTIP 3 100% project list as a \$6.3 million project. WCCC voted to forward the project to the County Commission for approval of the final list in October. Mayor Edison added that County Commissioner Bob Terry was instrumental in the WCCC's approval of the Banks project. The first meeting on the Downtown/Main Street Master Plan, now called the City of Banks Vision Master Plan 2036, was held September 8th and an Open House would be held October 5th from 6:30 pm to 8:30 pm at the middle school.

CONSENT CALENDAR

7. City Council Meeting Minutes – August 9th, 2016
8. Shall the City Council approve Resolution No. 2016-22, authorizing the City Manager to proceed with the application process for the Community Development Block Grant (CDBG)? (CL 2016-53)
9. Shall the City Council approve Resolution No. 2016-23 updating the Comprehensive Fee Schedule? (CL 2016-54)
10. Shall the City Council approve the expenditure of \$11,226.25 to Sunset Log Homes of Oregon for repairs to the roof, and the front porch posts of the Log Cabin? (CL 2016-55)

City Manager Becker explained the repairs to the Log Cabin involved specific shingle roofing that was required because the cabin was designated historic structure. She circulated a sample of the roofing material, noting the \$10,000 shingle roof was guaranteed to last 25 to 30 years.

Councilor Gregg moved to approve the Consent Calendar. Councilor Nelson seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, and Nelson. Nays: None.

PUBLIC HEARING – None

BUSINESS AGENDA

11. Shall the City Council adopt Ordinance No. 2016-08-01, an Ordinance adopting a new Chapter 96 (Regulation of the Public Rights-of-Way) in Title IX (General Regulations) of the Banks Code of Ordinances? (Second Reading and Final Adoption) (CL 2016-56) City Attorney Kearns stated no changes had been made since the First Reading.

Councilor Gregg moved to conduct the Second Reading and adopt, by title only, Ordinance No. 2016-08-01. Councilor Keller seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, Nelson. Nays: None.

City Recorder Lanter conducted the Second Reading.

12. Shall the City Council adopt Ordinance No. 2016-08-02, an Ordinance amending Title XV (Land Usage), Chapter 151 (Zoning) of the Banks Code of Ordinances by adopting a new Section 151.086 (Flood Damage Prevention) and adopting the Federal Emergency Management Administration's Flood Insurance Rate Maps for designating flood hazard areas within the City of Banks? (Second Reading and Final Adoption) (CL 2016-57) City Attorney Kearns stated no changes had been made since the First Reading. Staff confirmed the ordinance adopted the maps and that without approval of the ordinance; Banks' citizens could not get flood insurance.

Councilor Nelson moved to conduct the Second Reading and adopt, by title only, Ordinance No. 2016-08-02. Councilor Gregg seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, Nelson. Nays: None.

City Recorder Lanter conducted the Second Reading.

13. Shall the City Council adopt Ordinance No. 2016-09-01, an Ordinance Deleting Title XIII (General Offenses), Chapter 130 (General Offenses), Section 130.23 (Gambling and Social Games) of the Banks Code of Ordinances and adding by amendment Title XI (Business Regulations) Section 118 (Gambling and Social Games) Providing for a Regulatory Program for Gambling and Social Games within the City of Banks (First Reading) (CL 2016-58) City Manager Becker confirmed the renumbering would move the ordinance from General Offenses to Business. City Attorney Kearns added the City's General Offenses Chapter had many regulations in it that should be in a Regulatory Chapter, not an offense category.

Councilor Gregg moved to conduct the First Reading, by title only, of Ordinance No. 2016-09-01. Councilor Keller seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, Nelson. Nays: None.

City Recorder Lanter conducted the First Reading.

14. Shall the City Council adopt Ordinance No. 2016-09-02, an Ordinance Deleting Title III (Administration), Chapter 30 (General Provisions), Section 30.20 (Misuse of Emergency Services Due to False Alarms) of the Banks Code of Ordinances and adding by amendment Title XI (Business Regulations) Section 114 (Alarm Permits and Systems) Allowing the Applicability and Enforcement of Washington County's Alarm Systems Program within the City of Banks (First Reading) (CL 2016-59) City Attorney Kearns presented the Staff report. He explained the current City Code addressing "misuse of emergency services due to false alarms" would be repealed and replaced with the County program, which would be administered by Washington County through an intergovernmental agreement, Council's next agenda item. Staff clarified that the County adopted the fees.

Councilor Nelson moved to conduct First Reading, by title only, of Ordinance No. 2016-09-02. Councilor Walsh seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, Nelson. Nays: None.

City Recorder Lanter conducted the First Reading.

15. Shall the City Council adopt an Intergovernmental Agreement (IGA) with the Washington County Sheriff's Office for the administration and enforcement of alarm system ordinances? (CL 2016-60) Washington County Sheriff's Lieutenant David Shook described the Alarm Systems Program and the County's enforcement of alarm code violations, adding the County works with alarm companies to mitigate false alarm problems. He explained the money paid to the City was a pass-through charge collected by the County in the form of permit fees and false alarm fines. City Manager Becker clarified the ordinance would not take effect until December and news of the agreement would be added to the City's November quarterly newsletter. The Lieutenant understood Banks did not currently have a huge number of alarms, but having the process in place would be beneficial as the city grew. He noted the City of Cornelius going through the same process. The County worked with about 900 different alarm companies nationally and communicated about the program. All those alarm companies informed those serviced by Washington County Sheriff of the alarm permit requirement.

Councilor Keller moved to approve the Intergovernmental Agreement (IGA) with the Washington County Sheriff's Office for the administration and enforcement of alarm system ordinances. Councilor Gregg seconded the motion. MOTION CARRIED 5-0. Ayes: Branstitre, Gregg, Keller, Walsh, Nelson. Nays: None.

City Council and Staff briefly finished discussion on items remaining from the work session, which included Council's priorities regarding transportation spending and the League of Oregon Cities legislative priority list, as well as Councilor Committee Reports.

COUNCIL ROUND TABLE DISCUSSION

Councilor Nelson reported he was very pleased with the results of the Branding efforts of the EDC, adding the person in charge was doing an excellent job.

Councilor Branstitre announced former City Councilor Heidi Duckworth was present with her son, who was observing the meeting for a government class he was enrolled in.

Mayor Edison also praised the Branding product and presented a get well card for Gene Stout for signatures.

City Recorder Lanter noted the iPad stands at the dais would be shared with the Planning Commission, and she took orders for iPad keyboards.

City Manager Becker announced Psalm 1 would be the new landscapers for Greenville City Park starting October 1st. She agreed to send out Thursday date options for a one-night Council retreat in October. She reported she had hosted the Washington County City Managers meeting in August.

City Attorney Kearns stated he would be on vacation September 16th to 30th and would be absent from the October 11 meeting due to a conflict with another meeting. He briefed the Council on the upcoming 28-acre Westside Annexation Proposal. The back 20 ft. of the lots were currently outside the city. The developer only wanted to annex the property he owned and not the back 20-ft strips, thus creating an island, which the City could then unilaterally annex under State law. The developer would commit to pay all costs associated with island annexation. He noted the developer's attorney, Mike Robertson, was knowledgeable about the process and politics and wanted to make a presentation at Council's October work session. City Planner Stacy Goldstein would be present to discuss land use and zoning implications.

Staff and the Council had a lengthy discussion regarding potential issues, policy considerations, and the process involved with the annexation proposal, as well as what might be expected at the work session.

Library Director Holmes announced the following library events: a book sale on October 8th and 9th; Friends and Family Night at McMenam's on October 15th; pie sales for Thanksgiving and Christmas; and the Barnes and Noble Book Fair the second weekend in December.

Staff noted three contractors had done the walk through for the library expansion project with two more expected this week. Bids for the project would open September 29th.

ADJOURN The meeting adjourned at 8:41 PM

Submitted by:

Angie Lanter – City Recorder