



**Regular City Council Meeting
June 14, 2016
MEETING MINUTES**

CALL TO ORDER Mayor Pete Edison called to order the Regular Meeting of the Banks City Council at 7:10 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

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

Staff present: City Manager Jolynn Becker, City Recorder Angie Lanter, City Planner Stacey Goldstein, and City Attorney Dan Kearns

APPEARANCE OF INTERESTED CITIZENS – None

CEREMONIAL PRESENTATIONS & PROCLAMATIONS– None

BRIEFINGS AND PROGRAMS

1. Washington County Visitors Association –overview and programs—Carolyn McCormick No presentation was given due to Ms. McCormick's absence.
2. Police Monthly Briefing – Deputy Hanlon presented the police report for May 2016 and addressed clarifying questions from City Council. He confirmed there had been no recent criminal mischief at Greenville Park and that the level of incidents had decreased substantially. Gene Stout said it was uncertain whether the loose and tiles of the Greenville Park monument sign were due to vandalism, but the City was handling the repair.
3. Planning Commission Liaison – Gene Stout reported on the actions and key discussions at the May 31, 2016 Planning Commission meeting, which mainly included approval of the Maria Vredenburg Wellness Center.
4. Economic Development Commission Liaison – Councilor Nelson and City Manager Becker reported on the June 1st Economic Development Commission (EDC) meeting, which included a review of Initiative 3, the City's Economic Development Action Plan (EDAP), Main Street Parking Project, and the State of Businesses in Banks. The initial results of the online survey looked good and the Ford Family Foundation, which was considering projects to fund throughout the State, would meet with the EDC on June 26, 2016. Councilor Nelson noted the EDAP stated Council was responsible for providing resources of money, Staff, time, and their own time to accomplish the action plan, which should also guide the establishment of the Council's annual goals, budget preparation, and the Council's docket of work throughout the year. He confirmed the EDC anticipated completing the Strategic Plan at the EDC's next meeting.

CITY REPORTS

5. City Manager Report – City Manager Becker presented the City Manager Report via PowerPoint, which was included in the meeting packet, and addressed clarifying questions from City Council.

CONSENT CALENDAR:

6. City Council Meeting Minutes – May 10th, 2016.
7. Shall the City Council authorize the City Manager to sign the Contract for Professional Services for Greenville City Park with Richardson Landscape Architecture, LLC? (CL 2016-27)
8. Shall the City Council authorize the City Manager to sign the Contract for Professional Services with Brett Laurila, Architect for the Jane Moore Community Room project? (CL 2016-28)

9. Shall the City Council authorize the Mayor to sign the Contract for Professional Services with ABC Transcription Services, Inc.? (CL 2016-29)
10. Shall the City Council authorize the Mayor or the City Manager to sign the agreement with Washington County Cooperative Library Services (WCCLS)?(CL 2016-30)
 - a. Public Library Services Agreement.
 - b. WCCLS Information Network Agreement.
 - c. Second Amendment to the Intergovernmental Agreement for Washington County Cooperative Library Services.
11. Shall the City Council approve the Mayor to sign the Log Cabin Lease Agreement with the Banks Historical Society for the FY 2016-2017? (CL 2016-31)
12. Shall the City Council authorize staff to proceed with crosswalk painting and signage placement in the Arbor Village Sub-Division, on Wilkes Street, and on Market Street? (CL 2016-32)
13. Shall the City Council authorize Staff to proceed with the Economic Development Commission Main Street Painting Project? (CL 2016-33)
14. Shall the City Council adopt Resolution #2016-13 for Fiscal Year 2016-2017 declaring the City's Election to receive State Revenue? (CL 2016-34)
15. Shall the City Council adopt Resolution #2016-14 for Fiscal Year 2016-2017 declaring the City's Election to receive State-shared Revenue? (CL 2016-35)
16. Shall the City Council adopt Resolution #2016-15 providing for Fiscal Year 2016-2017 Interfund borrowing for the Fund? (CL 2016-36)
17. Shall the City Council approve the updated Comprehensive Fee Schedule? (CL 2016-37)
18. Shall the City Council recommend approval of 2016 OLCC License Renewals to the OLCC Board? (CL 2016-38)
19. Shall the Mayor re-appoint the following member to the Library Advisory Board? (CL 2016-39)
 - d. Shall the City Council re-appoint JoAnn Pari-Mueller to Library Board Position LB1 (New term will expire on June 30, 2020)?

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

PUBLIC HEARING

20. South Banks Joint Venture (Quasi-Judicial Public Hearing)

CPA – 16-01

Comprehensive Plan Map Amendment to change the plan designation from Property from Industrial (I) to Single-Family Residential (R5).

ZC 16-01

Zoning Map Amendment to change the zoning of the property from Industrial (I) to Single-Family Residential (R5)

Mayor Edison read the conduct of hearing format into the record and confirmed that no City Councilor had any bias, conflict of interest, or ex parte contacts to declare. No members of the audience questioned the participation of any Councilor. He opened the public hearing at 7:43 pm and called for the Staff report

City Planner Goldstein cited the substantive approval criteria and presented the Staff report for both CPA-16-01 and ZC 16-01, noting the Planning Commission recommended approval of both applications and that Ordinance 2016-06 was presented for both First and Second Reading, which was requested by the Applicant. Staff did not see any reason to delay the applications, given the Commission's recommendation for approval and that no testimony was submitted into the record.

City Attorney Kearns added there was a preliminary subdivision plat the Planning Commission also approved that assumes residential zoning, which could not occur until the Council approved the zone change. Normally, a Second Reading takes place 30 days later and the Ordinance takes effect 30 days after that because no indication of any objection or any reason for a 60-day delay, Staff recommended eliminating such delays so the Applicant could submit the final plat for the subdivision and proceed with their subsequent applications at the Planning Commission within the next month or two, rather than later in the fall.

Mayor Edison called for the Applicant's testimony.

Michael Robinson, Land Use Attorney, 1120 NW Couch Street, 10th Floor, Portland, OR 97209-4928, representing the Applicant, introduced members of the Applicant's team, who were also available for questions. As stated, the Planning Commission recommended that the Council adopt both the Comprehensive Plan and Zoning Map Amendments, which were necessary for the Applicant to develop the property for residential uses. The Commission also approved the Master Plan and Tentative Subdivision Plan in April. No one appeared in opposition to any of the applications, nor were they appealed, so they were now final. The Applicant requested that City Council follow the Planning Commission and Staff recommendations to approve both map amendments. The Applicant agreed with the Staff report, adding the Applicant was careful to submit an application that had substantial evidence upon which the City could rely and find the approval criteria satisfied, not only according to the Applicant, but City Staff as well. With regard to holding both First and Second Reading tonight, he agreed that the Applicant would like to get the final plat before the Planning Commission this summer, so construction drawings could be drafted and construction of the subdivision, as well as the improvements to Arbor Village, could begin as soon as possible. He concluded that the Applicant appreciated the relationship they had developed with the City over the last year or so, adding the Applicant had a better understanding of the community that was desired, and they tried to address the questions and needs that were heard. If the Council the applications approved, he believed Council would appreciate the resulting development as 37 new families would find a home in Banks, and the subdivision would be a good addition to Arbor Village.

Mayor Edison called for public testimony in favor of, opposed or neutral to the applications. Seeing none, he confirmed the Applicant had no rebuttal and there were no comments from or questions of Staff. He closed the public hearing at 7:52 pm.

Councilor Walsh stated that he was pleased to see the second outlet shown in Figure 3A.

21. Shall the City Council adopt Ordinance No. 2016-06-01 an Ordinance changing the Comprehensive Plan Designation and Zoning of Certain Property owned by South Banks J.V. from Industrial (I) to Single-Family Residential (R5)? (First and Second Reading and Final Adoption).

Councilor Branstitre moved that the City Council adopt Ordinance No. 2016-06-01 an Ordinance changing the Comprehensive Plan Designation and Zoning of Certain Property owned by South Banks J.V. from Industrial (I) to Single-Family Residential (R5). Councilor Gregg seconded the motion. MOTION CARRIED 5-0. Ayes: Gregg, Biehl, Nelson, Branstitre, and Walsh; Nays: None.

City Recorder Lanter read, by title only, the First and Second Reading.

BUSINESS AGENDA

22. Shall the City Council approve the selection of the Banks Downtown Plan and Vision Project consultant to facilitate preparation of the Plan, and authorization for the City Manager to negotiate, award, and execute the contract? City Planner Goldstein presented the Staff report, briefly reviewing the history regarding the Banks Downtown Plan and Vision Project and the bid proposal costs from the two bids that were received. She also described why Staff recommended awarding the contract to Seder Architecture + Urban Design. City Manager Becker added the consultants would also be creating the master plan the Council would adopt, that would include a project list and their associated costs, so the City could pursue grant opportunities on bigger projects. The consultant was also flexible with the scope of work and the schedule. She confirmed the funds for the contract were available in the next fiscal year. Staff addressed several clarifying questions from Staff, which included further explanation of the scope of work and the project's funding and consultant's fee structures. The Master Plan would include a planning program with action items that would likely include improvements for small businesses and store owners along Main Street, as well as dovetailing this work with the economic development strategy. The final product would provide more of a comprehensive, high-level vision for downtown; the associated costs and detailed plans would be worked out as Council moved forward with the Plan's concepts.

Councilor Gregg moved to approve the selection of Seder Architecture + Urban Design to facilitate the preparation of the Plan; Approve the Scope of Work, and authorize for the City Manager to award the contract not to exceed

\$19,700. Councilor Walsh seconded the motion. MOTION CARRIED 5-0. Ayes: Gregg, Biehl, Nelson, Branstitre, and Walsh; Nays: None.

City Staff explained that the scope of work could slide as the project progressed, and therefore, so would the consultant's costs. Any increases would be addressed through change orders, which were a provision of the contract City Council just approved. Such work was awarded to consultants based not on cost, but on their qualifications and which firm best fit the City's needs. Seder might attend next month's work session to initiate discussion about the project.

23. Shall the City Council adopt Resolution #2016-16 adopting a Fiscal Year 2016-2017 Operating Budget and Capital Improvement Plan? (CL 2016-40) City Manager Becker briefly highlighted the Staff report, noting there was no public testimony at the budget hearing in May, and that concerns related to the Library budget had been resolved.

Councilor Gregg moved to adopt Resolution #2016-16 adopting a Fiscal Year 2016-2017 Operating Budget and Capital Improvement Plan. Councilor Biehl seconded the motion. MOTION CARRIED 5-0. Ayes: Gregg, Biehl, Nelson, Branstitre, and Walsh; Nays: None.

COUNCIL ROUND TABLE DISCUSSION

Councilor Nelson asked how hard it would be to clean the graffiti on the sidewalks in Arbor Village and expressed concern about a second story being added to the building for the Wellness Center due to the powerlines being so close. He reported that the Salmonberry Trail Board meeting had a fantastic turnout and representation from the city of Banks, which communicated to the Board that the city was very interested and wanted to be an integral part of the trail and the processes involved. Gene Stout confirmed the Arbor Village HOA would sidewalks would be cleaning the sidewalks and clarified that the powerlines would be addressed between the contractor and utility companies; it was not the City's concern.

Mayor Edison reported on the Library's Raise a Glass! Fundraiser, which was a smashing success. Given the event's success, the fundraiser may become an annual event to support other worthy causes.

City Recorder Lanter noted the following positions were up for reelection in November: Mayor (Pete Edison); Council Position CC2 (Michael Nelson); Council Position CC4 (Brian Biehl); and Council Position CC6 (Teri Branstitre). Staff would have packets available in mid-July for those wanting to run for reelection. She said she liked using the iPad and would have Councilors Nelson, Walsh, and Branstitre test using the iPads next month. If there were no issues, the entire Council would begin using iPads in place of paper meeting packets at the August meeting.

City Manager Becker reported on recent issues regarding public hearings. She announced that a preapplication meeting had been held for an 28.5-acre annexation on the west side of town, though she did not expect an application for at least three to six months given the work required by Washington County with regard to partitioning and preventing any land islands. City Staff provided further details about the work and requirements the annexation applicant needed to address. City Manager Becker confirmed that the questionnaire from the League of Oregon Cities seeking input on legislative priorities would be an agenda item at next month's work session.

Mayor Edison confirmed that no bypass for log trucks and through traffic has been discussed. The Transportation System Plan did call for a north-south road that would parallel Main St.

ADJOURN The meeting adjourned at 8:33 PM

Submitted by:

Angie Lanter – City Recorder