

**CITY OF UMATILLA
COUNCIL MEETING
June 05, 2018**

- 1. CALLED TO ORDER:** Mayor Dufloth called the regular council meeting to order at 7:00pm.
- 2. COUNCIL POSITION #4 INTERVIEW AND SELECTION**

Ms. Janet Detwiler was not present for interview. Mayor Dufloth asked each candidate several questions. Council members then took turns asking each candidate questions. Councilors Ray, TenEyck, and Keith voted for Ashley Wheeler. Councilors Roxbury and Torres – Medrano voted for Jodi Hinsley. The final vote was Ashley Wheeler 3, Jodi Hinsley 2.
- 3. OATH OF OFFICE**

Recorder Sandoval administered the Oath of Office to Ashley Wheeler for the Council Position #4, with term expiring December 31, 2020. She then took her seat and the meeting proceeded.
- 4. ROLL CALL**

PRESENT: Councilors Keith, Roxbury, Ray, Wheeler, Torres – Medrano, and TenEyck.
STAFF PRESENT: Recorder Sandoval, Manager Pelleberg, Deputy City Manager Ince, Rec Planner Tsui, Public Works Director Barron, Planner Seitz, Community Development Director Mabbott, Accounting Assistant Horn, Attorney SpicerKuhn, and Chief Huxel.
- 5. PLEDGE OF ALLEGIANCE:** Pledge of allegiance was recited at 7:13pm.
- 6. APPROVAL OF AGENDA:** It was moved by Councilor Ray to approve the agenda. The motion was seconded by Councilor TenEyck. Voted: 6-0. Motion carried unanimously.
- 7. PRESENTATION:**

7.1 Presentation by Jon Paul Bowles, Destination Management Plan - Mr. Bowles presented on the destination management plan that he is working on with the Umatilla Chamber of Commerce.

7.2 Presentation by Marcus Bush, PSU MRED Program, Downtown Revitalization Project - Mr. Bush presented on the work that the MRED Program was completing in Umatilla.
- 8. APPROVAL OF MINUTES:** It was moved by Councilor Ray to approve the minutes for May 01, 2018 and May 15, 2018. The motion was seconded by Councilor TenEyck. Voted: 6-0. Motion carried unanimously.
- 9. PUBLIC COMMENT:**

9.1 Clyde Nobles - He wants to encourage the council and planning commission to set up a work group to set up rules and guidelines for the ADU. The ADU did not address manufactured homes. Manufactured homes are better built nowadays are better than stick built homes. He believes that ADUs shouldn't have to be on a different septic tank. He believes these are all things that can be addressed in a working group.
- 10. CONSENT AGENDA:**

It was moved by Councilor TenEyck to approve paid invoice CRIS, Inc. The motion was seconded by Councilor Keith. Voted: 5-1-0. Councilor Ray abstained. Motion carried unanimously

Councilor TenEyck moved to approved All Remaining Invoices and the Court Report. The motion was seconded by Councilor Torres-Medrano. Voted: 6-0. Motion carried unanimously.

11. COMMITTEE REPORTS:

11.1 Councilor Keith moved to appoint Thomas Love to the Planning Commission. It was seconded by Councilor Ray. Voted: 6-0. Motion carried unanimously.

12. UNFINISHED BUSINESS: None.

13. NEW BUSINESS:

13.1 Transient Room Tax Grant Request – Umatilla Museum and Historical Foundation - Deputy City Manager Ince explained that the Transient Room Tax Committee met to review the application. The Umatilla Museum has requested \$3,600.00. They have raised enough money to cover all of their operating expenses and have not had to ask for a long time. This specific request is intended to cover office equipment replacement, replace some flooring, and do some painting. The committee and Deputy City Manager Ince recommend approval of the grant in the amount of \$3,600.00.

It was moved by Councilor TenEyck to approve the grant request in the amount of \$3,600.00. The motion was seconded by Councilor Torres – Medrano. Voted: 6-0. Motion carried unanimously.

13.2 Resolution No. 23 - 2018 A Resolution Authorizing City Manager Russell W. Pelleberg to Sign an Intergovernmental Agreement between the City of Umatilla and the Intermountain Education Service District for Information Technology Support Services - Deputy City Manager Ince explained that we had submitted an RFP for IT Services. Staff reviewed the RFPs submitted and ranked them. IMESD was the most reasonable option. This resolution authorizes City Manager Pelleberg to sign the agreement. The initial agreement is for a one year term for a trial basis for both entities, which automatically renewed. Deputy City Manager Ince explained that we currently were not getting recommended replacement schedules. We weren't really getting designated time for them to be here. ESD will devote an average of 8 hours a week on site. At the moment we were getting split services from two different companies, which didn't make it very cohesive. ESD will be handling the library, city hall, the police department and the shops.

It was moved by Councilor Ray to approve Resolution No. 23 – 2018 - A Resolution Authorizing City Manager Russell W. Pelleberg to Sign an Intergovernmental Agreement between the City of Umatilla and the Intermountain Education Service District for Information Technology Support Services. It was seconded by Councilor TenEyck. Voted: 6-0. Motion carried unanimously.

13.3 Resolution No. 24 - 2018 – A Resolution Authorizing the Mayor to sign MOU No. 32779 between the City and the Department of Transportation for Landscape Improvements. - City Manager Pelleberg explained that this MOU is to do some landscape improvements and changes to what is known as Kiwanis Falls.

It was moved by Councilor Torres - Medrano to approve Resolution No. 24 - 2018 – A Resolution Authorizing the Mayor to sign MOU No. 32779 between the City and the Department of

Transportation for Landscape Improvements. It was seconded by Councilor Ray. Voted: 6-0. Motion carried unanimously.

13.4 Public Hearing on Resolution No. 25 – 2018 – A Resolution Adopting Supplemental Budget for Fiscal Year 2017 – 2018. Mayor Dufloth opened the public hearing for Resolution No. 25 – 2018. He proceeded to announce the procedure to follow, report from staff, other members of the audience who wish to speak on the issue, other public agency reports, and close the hearing. He asked individuals who wished to testify to come to the podium state their name, address, and sign in for the record.

Deputy City Manager Ince explained that this hearing is a formality. Oregon budget law dictates that any time we change a budget by more than 10% we have to go to public hearing. There is only one item in our budget that triggers that. In our sewer reserve fund the Council approved the execution of a four-hundred and three-thousand-dollar loan from IFA for final design of our reuse project. As a result of the loan when we spend money in engineering we have to request reimbursement from IFA to cover those proceeds. When the budget was created the amount we were going to spend in this fiscal year was unknown. The amount you see of two-hundred and thirty-five thousand is what we will be receiving in reimbursements related to that project and the beneficial reuse feasibility analysis grant.

There was no public testimony. There were no other public agency reports. Mayor Dufloth closed the hearing.

13.5 – 13.10 Deputy City Manager Ince explained that there are two resolutions related to the supplemental budget. The first one adopts the supplemental budget as a whole, which was Resolution No. 25 – 2018. Resolution No. 26 – 2018 is a resolution appropriating those funds. The next resolution No. 27 -2018 is something that you will see every fiscal year. Historically, we budget pretty conservatively, especially for personnel expenditures. Resolution No. 27 -2018 allocates money from operating contingency to cover additional personnel costs and other unexpected expenditures so that we don't exceed our budget amounts. Resolution No. 28 -2018 adopts the fiscal budget for 2018- 2019 year. The total for that budget is nineteen million five-hundred thirty thousand four hundred thirteen dollars. It's a pretty big increase from last year due to the tax abatement proceeds and reuse project sewer loan. Resolution No. 29 – 2018 appropriates 2018-19 fiscal budget. Resolution No. 30 – 2018 levies our taxes. We pay our water bond off in December 2018 so we are going to be debt free as far as additional property tax goes. We do not need to levy any additional amounts. Property taxes will be going down.

It was moved by Councilor TenEyck to approve item 13.5 Resolution No. 25 – 2018 – A Resolution Adopting Supplemental Budget for Fiscal Year 2017 – 2018; item 13.6 Resolution No. 26- 2018 – A Resolution Making Appropriations for the 2017-2018 Supplemental Budget; item 13.7 Resolution No. 27 - 2018 – A Resolution Transferring Funds and Appropriations within the General, Water, Sewer, Street, Library and Building Funds for Fiscal Year 2017 – 2018; item 13.8 Resolution No. 28 - 2018 – A Resolution Adopting the 2018 – 2019 Budget; item 13.9 Resolution No. 29 - 2018 – A Resolution Appropriating Amounts for Fiscal Year 2018 – 2019 and item 13.10 Resolution No. 30 - 2018 – A Resolution Levying Ad Valorem Taxes and Categorizing Taxes for the 2018 – 2019 Fiscal

Year. The motion was seconded by Councilor Torres Medrano. Voted: 6-0. Motion carried unanimously.

13.11 Public Hearing on Resolution No. 31 – 2018 – A Resolution Declaring the City’s Election to Receive State Revenues. Mayor Dufloth opened the public hearing for Resolution No. 31 – 2018. He proceeded to announce the procedure to follow, report from staff, other members of the audience who wish to speak on the issue, other public agency reports, and close the hearing. He asked individuals who wished to testify to come to the podium state their name, address, and sign in for the record.

Deputy City Manager Ince explained that the City receives money on a per capita basis to the General Fund from liquor revenue, cigarette revenue, and state revenue sharing dollars and also a state highway tax that flows into our Street Fund. With the passing of the new transportation package we are going to see a big increase that goes into our street fund, which is nice since we have a big Sixth Street Project and the strong need for some overlays. This is the public’s chance to comment if they have any concerns over the use of those funds.

There was no public testimony. There were no other public agency reports. Mayor Dufloth closed the hearing.

13.12 Resolution No. 31 – 2018 – A Resolution Declaring the City’s Election to Receive State Revenues It was moved by Councilor Ray to approve Resolution No. 31 - 2018 – A Resolution Declaring the City’s Election to Receive State It was seconded by Councilor Roxbury. Voted: 6-0. Motion carried unanimously.

13.13 Resolution No. 32 – 2018 – A Resolution Authorizing the Purchase of the Old Post Office Building Properties from Clyde and Betty Nobles - Deputy City Manager Ince explained that this resolution authorizes the purchase of the old post office building from Clyde and Betty Nobles. It was brought up by our legal counsel that we need to add tax lot 4100 as well. The total purchase price will be two-hundred fifty thousand with annual payments of fifty thousand and a four percent interest rate.

It was moved by Councilor Ray to approve Resolution No. 32 – 2018 – A Resolution Authorizing the Purchase of the Old Post Office Building Properties from Clyde and Betty Nobles and add tax lot 4200. It was seconded by Councilor Wheeler. Voted: 6-0. Motion carried unanimously.

13.14 Resolution No. 33 – 2018 – A Resolution Authorizing the Mayor to Sign a MOU between the City and the Umatilla Chapter of Project LIT Community to Build and Place Little Libraries - Community Development Director Mabbott explained that we are partnering up with the Umatilla School District to provide little libraries in two of the city parks, Kiwanis Park and Nugent Park.

Councilor Ray wanted to know who would be maintaining these. Community Development Director Mabbott explained that the school will be responsible for their maintenance.

It was moved by Councilor Torres – Medrano to approve Resolution No. 33 – 2018 – A Resolution Authorizing the Mayor to Sign a MOU between the City and the Umatilla Chapter of Project LIT

Community to Build and Place Little Libraries. It was seconded by Councilor Ray. Voted: 6-0. Motion carried unanimously.

13.15 Resolution No. 34 – 2018 – A Resolution Authoring the Mayor to Sign a MOU between the City and the Umatilla School District for Partnership of the S.W.E.L.L. Program. Deputy City Manager Ince explained that this resolution authorizes the Mayor to sign an MOU between the City and the Umatilla School District. The school district has implemented the S.W.E.L.L. Program. It's a summer work base experience. They have received full funding for this. This comes to the City at no cost. They have a pool of students who are looking for paid summer internships. We will be receiving one of the students. Her name is Celeste. We are going to take her through the whole process and all the formal steps to get her some experience. In turn, we will get help archiving our old paper records.

It was moved by Councilor Torres – Medrano to approve Resolution No. 34 – 2018 – A Resolution Authoring the Mayor to Sign a MOU between the City and the Umatilla School District for Partnership of the S.W.E.L.L. Program. It was seconded by Councilor Keith. Voted: 6-0. Motion carried unanimously.

13.16 Public Hearing on Resolution No. 35 – 2018 - A Resolution Adopting a Building Division Permit Fee Schedule. Mayor Dufloth opened the public hearing for Resolution No. 31 – 2018. He proceeded to announce the procedure to follow, report from staff, other members of the audience who wish to speak on the issue, other public agency reports, and close the hearing. He asked individuals who wished to testify to come to the podium state their name, address, and sign in for the record.

Deputy City Manager Ince explained that this is something that was part of our process to get our e-permitting taken care of. Building Codes Division evaluated our building fees. They felt like our fees were generally in line, but we were missing a lot of fee items specifically needed to get the whole system going. We added a lot of new things that we have never had before to cover our bases.

Councilor TenEyck asked if we were discouraging remodels with these fees because it seemed a bit nit-picky.

Manager Pelleberg explained that this is stuff we just didn't have before that is required. We are filling those gaps.

Clyde Nobles – Spoke against the fee schedule. Some of the fees were more than doubled. We are trying to build this town and get contractors to develop it. He is totally opposed to these. They need to be reviewed.

Kimberly Nobles – Spoke against the fee schedule. She is a property manager. She wants to take care of some of the things on the fee schedule herself. She can't hire a licensed contractor. That would increase the rent. We currently had a problem in Umatilla, there were not enough low-income rentals. Umatilla is not that big. There is no need for Umatilla to be doing electrical filing. She is against it.

There were no other public agency reports. Mayor Dufloth closed the hearing.

13.17 Resolution No. 35 – 2018 – A Resolution Adopting a Building Division Permit Fee Schedule
Councilor Roxbury asked what happens if they didn't pass the resolution. Deputy City Manager wanted to know what specific issues they had with the fee resolution so that they could take it back to building codes to proceed without derailing implementation.

Councilor Roxbury stated that there were a lot of things on there they hadn't seen before and he can't read it with the headache he had right now.

Councilor Keith stated they should workshop this topic.

Deputy City Manager Ince explained that there would not be workshop before the live date. We are lowering some and standardizing fees. This isn't a big ploy to increase fees.

City Manager Pelleberg explained that this was being asked by the Building Code Division.

Mayor Dufloth explained that for years these revenues were going to other communities. It is time to ensure that these monies come to us.

It was moved by Councilor TenEyck approve to Resolution No. 35 – 2018 – A Resolution Adopting a Building Division Permit Fee Schedule. It was seconded by Councilor Torres - Medrano. Voted: 5-1-0. Councilor Roxbury abstained. Motion carried.

13.18 Sixth Street Waterline Project RFP Bid Award – It was moved by Councilor Ray to table the Sixth Street Waterline Project RFP Bid Award for the June 19, 2018 meeting. The motion was seconded by Councilor Keith. Voted: 6-0. Motion carried unanimously.

13.19 Liquor License Application – HWY 730 Tavern - Planner Seitz explained that a conditional use permit was granted for a billiard hall for HWY 730 Tavern. With the change of use on the property this liquor license was allowed in the zone. Councilor Ray moved to approve the liquor license application for HWY 730 Tavern with the approved land use stated in the conditional use permit granted by the Planning Commission. The motion was seconded by Councilor TenEyck. Voted: 6-0. Motion carried unanimously.

13.20 Public Hearing on Ordinance No. 829 - An Ordinance Repealing Title 2, Chapter Six of the Umatilla, Oregon City Code, Ordinance No. 807, Retaining Title 2, Chapter Six By Name Only, and Amending Title 4, Chapter One of the Umatilla, Oregon City Code – Mayor Dufloth opened the public hearing for Ordinance No. 829. He proceeded to announce the procedure to follow, report from staff, other members of the audience who wish to speak on the issue, other public agency reports, and close the hearing. He asked individuals who wished to testify to come to the podium state their name, address, and sign in for the record.

Community Development Director Mabbott explained that this is a multiple month effort to clean up code enforcement. By repealing the code enforcement board, all citations will go before the municipal judge and it will take that volunteer group out of the position of trying to make formal

legal decisions. The option would be to refer them to the City Manager or a legal person like the judge or the city council could hear appeals on abatements.

There was no public testimony. There were no other public agency reports. Mayor Dufloth closed the hearing.

Councilor Ray moved to continue the public hearing on Ordinance No. 829 for June 19, 2018 at 7PM. Councilor Roxbury seconded the motion. Voted: 6-0. Motion carried unanimously.

14. CORRESPONDENCE:

There were 2 letters of support for the West Umatilla County Trails System Plan grant applications. No formal action was taken.

15. PUBLIC COMMENT:

Kelly Nobles - Asked the Council to invite developers to the workshop on June 19, 2018 so that Planner Seitz could incorporate their opinions into our rules and regulations related to the ADUs.

Judy Simmons - Plead that there needed to be a monthly newsletter. There is a lot more interest in what was going on in the City. All the information about the code enforcement board was stuff that needed to go out. Nothing was getting done. People forget.

16. MAYOR'S MESSAGE:

It was nice to see people willing to step up and be part of the city council. He thinks it's great that we have a lot of interest. He asked our community to be forward thinking. Just because we don't understand it or don't like it doesn't mean we shouldn't be looking at it.

17. STAFF REPORT:

Manager Pelleberg welcomed Councilor Wheeler and Planning Commissioner Love to the city. He appreciated everybody in the audience.

Deputy City Manager Ince stated that at our last workshop she was asked to do more research with for the cost of quarterly workshops with Jennifer to do more goal setting. Jennifer sent a proposal back that each workshop would be between seven hundred fifty and a thousand dollars per session. That is really consistent with what she provided last time, so she did not make a modification on that end. She thinks this would be a great opportunity.

Mayor Dufloth asked to schedule the next one for September.

The marina online reservation system is live now. There are some growing pains, but we are making some enhancements. We will be adding some pictures of each of the sites now that the weather is nicer and they look better.

18. COUNCIL INFORMATION & DISCUSSION: None.

19. ADJOURN: The next regular meeting will be held on June 19, 2018 at 7:00pm. It was moved by Councilor Ray to adjourn the meeting. The motion was seconded by Councilor Torres – Medrano. Voted: 6-0. Motion carried unanimously. Meeting adjourned at 9:13 pm.

Daren Dufloth, Mayor

ATTEST:

Nanci Sandoval, City Recorder