

**ADAIR VILLAGE CITY COUNCIL
And JOINT PUBLIC HEARING AGENDA-Final
City Hall - 6030 Wm. R Carr Av.**

****Tuesday, August 6, 2013 - 6:00 PM****

(Council meeting will follow Joint Public Hearing and Planning Commission meeting)

1. ROLL CALL – Flag Salute

2. APPOINTMENT TO CITY COUNCIL

Mayor Bill Currier

3. JOINT PUBLIC HEARING – With Planning Commission on Land Use Development Code

4. CONSENT CALENDAR: - *The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a) Minutes – City Council Meeting-July 2, 2013 (Attachment A)
- b) Bills List for July 17, 2013 (Attachment B-1) - \$ 22,791.⁶⁹
- c) Bills List through August 2, 2013 (Attachment B-2) – \$ 39,904.¹⁴

5. PUBLIC COMMENT (Please limit comments to 5 minutes)

6. OLD BUSINESS:

- a) Land Use Development Code Joint Public Hearing (Attachment C) City Planner Don Driscoll
Action: Discussion

7. NEW BUSINESS:

- a) Wastewater Facility Plan Update Drew Foster
Action: Report
- b) 2012-13 Year-end Financial Report (Attachment E) Drew Foster
Action: Discussion

8. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) Ordinance 2013-03 Land Use Development Code Updates (Attachment F) City Planner Don Driscoll
Action: Decision

9. STAFF REPORTS:

- a) Code Compliance (Attachment G) Drew Foster
- b) Public Works (Attachment H) Pat Hare
- c) City Administrator (Attachment I) Drew Foster

10. COUNCIL and MAYOR COMMENTS:

11. ADJOURNMENT:

Next meetings -

City Council –Tuesday, September 3, 2013 6:00 PM
Planning Commission- Tuesday, August 20, 2013 7:00 PM

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail

"kathy.edmaiston@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

**ADAIR VILLAGE
CITY COUNCIL MINUTES-Approved
6030 William R. Carr Avenue
Wednesday, August 6, 2013 – 6:00 PM**

Agenda Item	Action
<p>1. Roll Call: Members present: Councilor King and Mayor Carrier were present. Councilor Real joined via Phone. Council Mercer was absent and excused. Planning Commission (PC) members present: Vedamuthu, Canfield, Erickson, Hackleman, and PC Chair Rowe were present for the Joint Public Hearing. CA Foster (City Administrator) recorded the meeting.</p>	<p>Mayor Carrier called the meeting to order at 6:10 PM and led the Flag Salute.</p>
<p>2. Appointment to City Council (Agenda Item 2). Mayor Carrier appointed Susan Canfield to the council as replacement for Curt Hubele. Mayor Carrier highlighted the time she has lived in the community and her service on the Planning Commission as having prepared her for this position. Susan Canfield said that she is resigning from the Planning Commission and had enjoyed working on the Urban Growth Boundary and annexation.</p>	<p>Councilor King moved to approve the appointment of Susan Canfield to the Council, Councilor Real seconded. Unanimous Approval (3-0)</p>
<p>3. Joint Public Hearing (Agenda Item 3). City Planner Don Driscoll presented the background for the list of amendments under review: CORRECTIVE CODE UPDATES Code Section 2.700 Amendments Code Section 8.200 Specifications for Improvements Code Section 8.700 Adopted Design & Construction Standards Code Section 8.800 Modifications Permitted Zones C-1 & C-2 Code Section 4.121 Commercial Zone-Village Center – C-1 Code Section 4.122 Commercial Zone-Neighborhood Center – C-2 Zones R-1& R-2 Code Section 4.111 Residential Zone – R-1 10,000 sqft Lots Code Section 4.112 Residential Zone – R-2 8,000 sqft Lots REWRITTEN CODE SECTIONS Zone R-3 Code Section 4.113 Residential Zone – R-3 6,500 sqft Lots Deleted existing Text and Tables Planned Development Code Section 7.200 Planned Development Area Standards – PD Wetland & Riparian Areas Code Section 7.100 Wetland & Riparian Area Standards – WR Corrective updates primarily clarify language and provide a consistent approach across similar sections. Rewritten codes have been significantly changed from the original section. The Wetlands and Riparian section was undertaken through a multi-city process staffed by Lane Council of Governments. The City established a Local Wetlands Inventory (LWI) and the changes in Code language are derived from that process. We notified state agencies through DLCD (Department of Land Conservation and Development) and received no feedback from those</p>	<p>Mayor Carrier opened the Joint Public Hearing at 6:22 PM. Mayor Carrier closed the Joint Public Hearing at 6:55 PM and recessed the Council meeting. The Planning Commission then opened its meeting at 6:55 PM and adjourned at 6:58 PM. The City Council then reconvened at 6:59 PM.</p>

<p>agencies.</p> <p>Mayor Currier opened the JPH. Only one individual provided testimony. Peggy Lynch, 922 NW Circle Blvd, Ste 160-291, Corvallis, Oregon (mailing address); her residence is on Sulphur Springs Rd. Ms. Lynch said that she cares about Adair Village as a neighbor. She feels that these changes meet appropriate State laws. Wetlands are the cheapest way to protect clean water. She asked why section 7.110 was changed to 20 feet from 25 feet. (Staff-to make the Code consistent for both wetlands and riparian areas), She feels that section 7.210 might conflict with public meeting law. She said that citizens need to have input into the discussion. Staff replied that 7.210 does not imply a public meeting; it simply designates an opportunity for Commissioners to have individual input before there is an actual application.</p>	
<p>4. Land Use Development Code Update (Agenda Item 8a) PC Chair Rowe presented PC recommendation that City Council accept the changes to the Land Use Development Code (LUDC) and pass them on to State. Councilor King thanked the Planning Commission for their work. Mayor Currier stated he supports the Planning Commission and City Council keeping the legal requirement of quorum when reviewing documents. Mayor Currier directed staff to prepare a timeline to bring the Comprehensive Plan into accord with the LUDC. City Planner Don Driscoll stated he started with the Comprehensive Plan, but saw the LUDC as a priority document. Mayor Currier directed staff to prepare an Ordinance.</p>	<p>Councilor King moved to approve the recommendation of PC to adopt the Amendment to the LUDC. Councilor Canfield seconded. Unanimous Approval (3-0)</p>
<p>5. Consent Calendar (Agenda Item 4). Minutes of July 2, 2013 City Council Meeting Billings for July 17, 2013 (\$22,791.89) Billings through August 6, 2013 (\$39,904.14).</p>	<p>Councilor King moved to approve the Consent Calendar as presented, Councilor Canfield seconded. Unanimous Approval (3-0)</p>
<p>6. Public Comment (Agenda Item 5). Gene Abraham, 3122 NE Willamette Ave., asked whether City employees receive overtime when they work during the weekend. ACA (Assistant City Administrator) Hare explained the overlapping schedules. If PW employees work during the weekend, their days off are during the week. Mr. Abraham further stated that it was a mistake to put an article in the newspaper about the closing of the police department as that has lead to 12 break-ins around the City. He commented about the City providing free bus service over keeping the police department. Councilor King stated that the City did not choose the bus service over the Police Department.</p>	<p>Council received comments.</p>
<p>7. Public Works Report (Agenda Item 9b). Assistant City Administrator presented the Public Works report.</p> <ul style="list-style-type: none"> • The water treatment plant has been operating only three to four days a week. • Ron Tucker has been hired to maintain the City grounds and facilities. • Completed summer goals and projects: <ul style="list-style-type: none"> • Exterior work on City Hall storage facilities. • Kiddy Park restoration. • Buildings at the WastwWater Treatment Plant, Water Treatment 	<p>Council received the report.</p>

<p>Plant, both Lift Stations and City Hall power washed.</p> <ul style="list-style-type: none"> • Spray all weeds around the City, both plants, Lagoon and both Reservoirs. • Spray and remove weeds in the streets. • C-More Pipe completed yearly maintenance. • Concrete poured at WP. • Cleaned and removed brush from Kiddie Park entrance. • Flow through at the wastewater plant was 1.9 million gallons. • Water production was 7.2 million gallons. • Meter project was started. <p>Public Input – Gene Abraham, 3122 Willamette, asked about customer side shut offs being installed at each residence when meters are replaced. ACA Hare said that the City looked into that, but the expense and possible problems which could arise meant that it was not a viable approach. He said that we would look into the possibility of notifying residents prior to meters being replaced.</p>	
<p>8. 2012-2013 Year-end Financial Report (Agenda Item 7b) This report represents an initial year-end report for the 2012-13 budget year. There are additional expenses initiated in June that will be paid in July, but will ultimately be booked back to June 2013. This initial look at the budget shows a net income of approximately \$20,000 for the year. CA Foster said that the funds in the Pool show the same \$20,000 increase that this report shows</p> <p>CA Foster reported that the actual 2012-13 Revenues was within 10 percent of the original estimates. He reminded the Council that expenses had been moved from Materials and Services (M&S) to Personal Services (PS) within Funds to cover underestimates for personnel taxes and benefits. Despite this we came in \$100,000 (20 percent) under budget for M&S and \$40,000 under budget in Capital Outlay, despite moving a number of projects forward (the upgrade of the water plant is the primary project moved forward).</p> <p>Mayor asked that Percent of Budget be changed to show nothing, in areas that nothing was budgeted, even if something was spent. Mayor Currier also said that less than 10 percent of the cities in Oregon have not drawn down their fund accounts, so this shows that we are in good shape.</p>	
<p>9. Code Compliance Officer’s (CCO) Report (Agenda Item 9a). CA Foster presented the report for July. CA said that she has been focusing on garbage cans during her Tuesday work. Mayor Currier said that he liked to see the CCO out walking around. He feels that this provides a better way to establish the program. CA reported that we are getting voluntary compliance on all items. Her regular days are Tuesday and Thursday; generally during the day, but she does do an evening or two a month.</p>	
<p>10. City Administrator’s Report (Agenda Item 9c). CA provided a verbal report on general City activities, programs and projects.</p> <ul style="list-style-type: none"> • Marketing the “Restaurant” area—Our contractor, Commercial Development, has had a conversation with a commercial bakery and she discussed the possibility of a retail facet to the business. She has had no contacts interested in establishing a restaurant. 	

<ul style="list-style-type: none"> • Industrial Wetlands-this is the six cities Consortium that is attempting to provide a group certification for twenty industrial sites within those six cities. CA Foster is the treasurer for the group and we are reviewing options for the best way to remove the wetlands issue from the certification process. • GeoEngineers-their report on the contaminants should be completed next month. It was necessary to send some additional samples out and the completion of testing has slowed the report. • Contract with Benton County Sheriff's Office-Our contract has started and includes directed patrol. • Water Rights-we have come to terms on the basic issues with Water Watch, the group that originally protested our application. We will still need to negotiate final language of the agreement. We also had our first meeting with Hillsboro on selling or leasing a portion of the right. • Water Plant-Koontz Mechanical will be returning to complete the mud valves. They will make a first visit to review their previous work and then, they will return in a month to complete the work. • Residential Development-CA Foster and ACA Hare met with Steve Roderick, the chair of the Santiam Christian School (SCS) Board. They are ready to work with us towards developing the annexed 128 acres to the south. Mr. Roderick thinks that SCS will not need more than the original 25 acres for their sports fields complex. We will need to look at storm drainage and then, they will request a Property Line Adjustment (PLA) for the 25 acres and then, we will zone the whole 128 acres. Then, we can complete the permitting on the baseball field. • Transit-We have received the documentation for the \$10,000 Special Transportation Fund grant. This means that Transit will cost the City \$16,000, rather than the \$26,000 budgeted. We will need to do a budget amendment to authorize the use of this \$10,000. 	
<p>11. Council and Mayor Comments (Agenda Item 10): Councilor King - welcomed Susan Canfield to the City Council. She reported that PC Hackleman told her that the garbage cans on the east end of Azalea have not been emptied the last two Mondays. Councilor Canfield- None. Mayor Currier-None.</p>	
<p>12. Adjournment: Next meeting- Council meeting on Tuesday, September 3, 2013 at 6:00 PM. Work session on Tuesday, September 17, 2013 at 6:00 PM.</p>	<p>Councilor King moved to adjourn. Mayor adjourned the meeting at 8:40 PM.</p>



Mayor's Approval

9-4-2013

Date