

City of Falls City
City Council Special Meeting Minutes
June 24, 2019 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles. Councilor Lori Jean Sickles arrived at 6:05 PM

Staff Present: Mac Corthell, City Manager; Jamie Ward, City Clerk.

1) Call to Order

Mayor Gordon called the meeting to order at 6:00 pm.

2) Roll Call

Clerk Ward took roll call. Councilor Radke was absent.

3) Pledge of Allegiance

Mayor Gordon led the pledge.

4) Motion to adopt the entire Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor Meier to adopt the entire agenda. Motion carried 4-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles

5) Work Session

a. Revenue Project

City Manager Corthell read a staff report explaining Franchise agreements the City currently has and what percentage of Incumbent Local Exchange Carrier (ILEC) we currently receive from them. The maximum a company can pay is 7% (seven percent), the minimum is 3% (three percent). Corthell went in to further detail regarding the City's franchise agreement with Century Link stating that it expired in 2014, but the company has continued to pay 5% (five percent), while adding on DSL services in Falls City. Corthell felt that it would best suit the City for City Council Adopt a Master Utility Right of Way Ordinance. A Master Utility Right of Way Ordinance would establish clear guidelines, standards and requirements for all utilities that request to operate within the community, excluding cable because they are mandated with federal law to have their own franchise agreement. Although there would be an increase in initial cost for pursuing this ordinance, in the end the City will see increased revenues allowing itself to charge fees on unknown services. This ordinance will also help because it forces utilities to pay the required license requirements rather than city administrators having to negotiating with each company. This would ease administrative burden, which in turn will save the City money. City Council decided to table until the July 22, 2019 work session, to allow council a better understanding of what would be the best option for Falls City.

Councilor Lauder asked if Corthell knew what the financial implications for the City could look like. Corthell stated that it is hard to quantify right now, but that it would require City Staff time and City Attorney fees. He estimates it would be around 5 (five) to 7 (seven) hours of the City Attorney's time and that he is already doing the work to get us squared away financially.

A motion was made by Councilor Drill and seconded by Councilor Lauder to the recommend tabling the decision until the next City Council meeting. Motion carried 4-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles

b. Intro to System Development Charges

Corthell gave a quick introduction into System Development Charges, explaining that you can apply those charges on roads, parks, sewer and water. Corthell went on to say that those systems must grow and/or modernize to support that growth or the city could be left with overburdened, underfunded infrastructure and no way to repair it. Due to the complex, nature of System Development Charges Corthell included a PowerPoint presentation for Council to go over and develop questions for the next work session. Corthell thought it was important to mention that the City would likely need to pursue a Department of Land Conservation and Development Grant (DLCD.) The positive is that the DLCD grant cycle resets this year. There was much discussion on the various facets of SDC's and will continue the conversation will continue at the next work session.

c. Sewer Rate Level and Rate Structure Discussion

Public works is discussing fair sewer rates and structure for both residential and commercial users.

d. Public Safety/Code Enforcement Fee Discussion

Former Code Enforcement Officer, Steve Birr will attend the next Council Meeting and give his insight on challenges and suggestions for moving forward with the program. In the meantime, Clerk Ward is working on indexing new complaints. Staff is starting a process of sending letters of acknowledgement to the complainant as well as a cease and desist letter to residents out of compliance.

Corthell pointed out that many Cities have a fee for law enforcement on their utility bills. The City of Newburg has a \$4.00 (four dollar) fee on their utility bill to provide for law enforcement funding

6) New Business

a. Direct City Staff to engage City Attorney

Council tabled until the July 22, 2019 Work Session meeting.

7) Late Additions

a. Street Closure Request: July 6, 2019, Summer Celebration

Mayor Gordon put together a last minute street closure request form for Laura Britton, and stated that it is the same route as usual. He delivered notices to residents affected by the closure.

Corthell wanted to mention that as an event comes into fruition we are creating a systematic guideline of how each event is run. In the case someone new joins our team there is a system already in place for him/ her to know what to do, the costs and will have a successful event. This is a part of our organizational development program.

Corthell stated that the city is insuring the Summer Celebration and waiving the fee for the street closure.

A motion was made by Councilor Drill and seconded by Councilor L. Sickles to allow the street closure for the July 6, 2019 parade. Motion carried 4-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles

b. Upper Park Campground

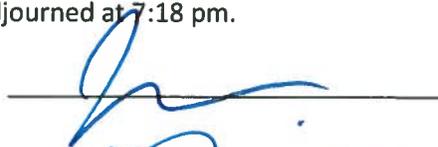
Councilor Lauder requested Council to discuss a free or fee based reservation camping system in the Judy Williams Upper Park [correction to staff report; The Upper Park is officially recognized as the George Kitchin Memorial Park]. In hopes to encourage BRMBA mountain bikers to stay in Falls City as there are currently no temporary lodging accommodations. Our partners with Rural Development Initiatives identified mountain biking tourism as an income opportunity. If it is set up with a fee-based system, the city could use that money for future developments, a shower for example. Councilor Lauder would like to have the camp host issue camping permits, monitor and regulate campers.

Councilor Drill asked if the Parks and Recreations Committee would create rules and regulations for them to follow. Councilor Lauder agreed that someone would need to create those guidelines for everyone to follow.

Councilor Lauder would like this to have very low impact for the City. Councilor D. Sickles would like to invite the park host to the Parks and Recreations meeting. Councilor L. Sickles' main concern is where the campfires would be placed. Councilor Lauder and Mayor Gordon will discuss details prepare a formal report for the next Parks and Recreations meeting.

8) **Adjourn**

The meeting adjourned at 7:18 pm.



Mayor, Jeremy Gordon

Attested:



City Clerk, ~~Jamie Ward~~

Johanna Birt