



1. CALL TO ORDER/AGENDA REVIEW

Mayor Brian Rake called the meeting to order at 6:00 PM. No changes were made to the work session agenda.

2. ROLL CALL

Members Present: Mayor Brian Rake, Councilors Shirley Ward-Mullen, Scott Carl, Amy Wilder, Kathy Maher, Linda Watkins and Carey Rhoads

Members Absent: None

Staff Present: City Manager Dennis Durham, Director of Administrative Services Christy Martinez, Utility Clerk Morgan Shelton, Community and Economic Development Coordinator Aimee Amerson, Office Specialist Kayla Baker, Police Chief Kevin Martinez and City Attorney Walt Gowell.

Others Present: Mike, Ginny, Ken Wright, Tammy, Hans Nordstrom, Starla, G. Frugia, Edward Degraw, Judy, Jeff Weiss, David Blanchard, Heidi Blanchard, Guilherme Brandao, Susan Turrell, Bill Cross, Gary, Jeri, Lynn, Douglas, Lisa Patterson, Katrina Brunette, Jane, Patty Williams and Bonnie Ingham.

3. ANNOUNCEMENTS/REPORTS/PRESENTATIONS

6:01 PM

A. Council Code of Conduct

Mayor Rake requested feedback from councilors on the updated Council Code of Conduct.

Councilor Watkins believed this isn't the correct time to make changes due the cost involved.

Councilor Maher stated it would be best to wait until elections are over. She suggested waiting until after the first of the new year.

When councilors asked about the expense, City Attorney Gowell estimated a total of 2-5 hours' time would be needed to review, make corrections and to ensure consistency between the new rules and the charter and ordinances.

Councilor Carl expressed his approval for updating the Council Code of Conduct and spoke to how nicely the old code of conduct is written into the updated version.

Council agreed to move forward with updating the Council Code of Conduct.

4. ADJOURN TO REGULAR MEETING

The work session adjourned at 6:18 PM.

REGULAR MEETING

7:00 PM

1. CALL TO ORDER

Mayor Brian Rake called the regular meeting to order at 7:00 PM.

2. ROLL CALL

Members Present: Mayor Brian Rake, Councilors Shirley Ward-Mullen, Scott Carl, Amy Wilder, Kathy

Maher, Linda Watkins and Carey Rhoads

Members Absent: None

Staff Present: City Manager Dennis Durham, City Attorney Walt Gowell, Utility Clerk Morgan Shelton, Community and Economic Development Coordinator Aimee Amerson, Office Specialist Kayla Baker, Director of Administrative Services Christy Martinez, Police Chief Kevin Martinez, City Planner Carole Connell and City Engineer Gordon Munro.

Others Present: Betsy Lucido, Lawson, Laura Fugere, Mark Hoyt, Bonnie Ingham, Carrie Baisch, David Blanchard, Heidi Blanchard, Edward Degraw, G. Frugia, Ginny, Hans Nordstrom, Kartrina Brunette, Ken Wright, Matthew Park, Michelle Swartout, Mike, Starla, Tammy, Tracie Looney, Felix Madrid, Sara Paolo, Christine Andrus, Susan Turrell, Linzy, McRae Carmichael, Jeri, Anne Stewart, Lynette Shaw, Suzanne McLaughlin, Cheryl, Jacki Herb, Jeff Weiss, Laura, Lisa Patterson, Dave Wejroch, Annette Madrid, Kevin Skipper, Peter Smith, Cathy, Debra Zimmerman, Douglas, Lydia Zimmerman, Patty Williams, Colwells, Pam, Tanner, Mark Gabler, Kasey and Grant.

3. PLEDGE OF ALLEGIANCE **7:01 PM**

The Pledge of Allegiance was performed.

4. CHANGES OR ADDITIONS TO THE AGENDA **7:02 PM**

Mayor Rake added OR-47 ballot discussion to the agenda, item letter J.

5. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS **7:03 PM**

- A. Appointment of Guilherme Brandao to Planning Commission**
- B. Appointment of Paul Junker to OR-47 Ad-Hoc Committee**

MOTION: Watkins/Wilder to approve and appoint Guilherme Brandao for Planning Commission and Paul Junker for OR-47 Ad-Hoc Committee. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

C. Citizen Committee for City Manager Hiring Process

Councilors discussed a citizen committee for hiring a new city manager. Council agreed to create this committee and begin receiving applications for the committee.

6. CITIZEN COMMENTS **7:14 PM**

Annette Madrid of 709 S Park-Asked council if I'd be possible to use the firm that assisted in the hiring process for Dennis. She also suggested reaching out to the final four candidates when Dennis was hired to see if they would be interested in the position.

7. CONSENT AGENDA **7:15 PM**

- A. Meeting Minutes – Approve**
 - 1. City Council Work Session Minutes – July 7, 2020**
- B. Accounts Payable Report – Information Only**
- C. Auditor Contract Renewal**

MOTION: Rhoads/Ward-Mullen to approve the consent agenda including City Council meeting minutes from July 7, 2020 and the accounts payable report and auditor contract renewal. Motion carried (7 Yes/0 No/0 Absent /0 Abstain).

8. ORDINANCES/RESOLUTIONS/DISCUSSION/ACTION ITEMS

7:16 PM

A. Public Hearing: Comprehensive Plan/Zone Change 2020-01-Ordinance No. 2020-727

Mayor Rake open the Public Hearing at 7:17 pm for Comprehensive Plan Amendment/Zone Change 2020-01 Ordinance No. 2020-727. Mayor reads the Public Hearing disclosure statement.

City Attorney Walt Gowell advised members of the council to disclose any bias or outside contact that is not part of the public hearing.

Each member of the council declared ex-parte contact. They have had conversations with members of the community outside the public hearing, but it does not influence their decision making and each declared no bias. Mayor Rake noted a potential conflict of interest because he owns a business on Main Street and new housing could result in an increase of business for him.

Applicants Report and Presentation

Mark Hoyt of Sherman Sherman Johnnie & Hoyt LLP at 693 Chemeketa Street NE Salem, OR 97301 explained how the applicant understands the passion residents have surrounding this zone change and future growth of Carlton. He expressed the importance of focusing on rezoning and not the future development of this property.

Steve Reimann of 9110 NE Clay Pit Road Yamhill, OR 97148, the applicant introduced himself to Council, shared his history in Carlton and the goals he has with the zoning and development of the property.

Chris Goddell of AKS Engineering is the applicants Engineer. Goddell started his presentation with providing information on the housing needs in Carlton. He continued, stating that the approval criteria are being met, that public facilities are adequate and able to serve the property.

Staff Report

City Planner Carole Connell started by explaining the quasi-judicial process for this rezoning. Connell stated that the rezoning meets the criteria and the new neighborhood can be serviced by public facilities.

City Engineer Gordon Munro presented information to show that the streets, water services and sewer systems are adequate for future development.

Mayor Rake opened public testimony at 8:22pm.

Mayor Rake called for proponents

Lyndsey Wilson on behalf of Park family at 10215 NE Old McMinnville Hwy. Expressed support of the zone change. She continued to explain that the property has been in her family for years and her father took careful consideration in determining who should develop this land.

Matthew Park grew up on this property and expressed his excitement to learn that several trees would be kept during the development.

Tracie Looney McGheghey of 16105 SW Sunrise Lane in McMinnville shared her issues finding affordable and adequate housing in Carlton in the past. Felt it's important to bring families to this community.

Edward Degrauw of 9190 NE Old McMinnville Hwy spoke to the values of keeping some of the land for educational purposes and he likes the developments proximity to the school.

Cheryl Park of 10215 NE Old McMinnville Hwy feels like this development is important for the City of Carlton.

Ken Wright stated he supported the project and felt the developer does great work. Wright added the need to add students into the school district and feels this development would help with that.

Mark Gabler 7575 Hendricks Road spoke to the developers quality of work and feels this is a great plan.

Mayor Rake called for opponents

Laura Fugere is concerned that growing Carlton will make it unsafe for children.

Tim Thurman of at 1001 E Main Street doesn't feel like Carlton needs to grow like other are suggesting. Also stated the current traffic in Carlton is scary.

Susan Turrell of 416 S. Linke is concerned for the wetland area after seeing what the developer has already done with phase one.

Felix Madrid of 1000 E Main Street expressed his concerned with adequate water supply.

Chris Frugia of 310 W Lincoln requested the percentage of letters received for and against the rezoning.

Felix Madrid of 1000 E Main urged council to consider the history of the developer and spoke that in phase one trees were not preserved and expressed concerns that the same would happen in phase two.

Katrina Brunette of 511 N Madsen Loop expressed her concerns with future class sizes in the schools if future development were to happen.

No neutral or undecided comments

Principal proponent rebuttal

Mark Hoyt reminded all that this is a quasi-judicial proceeding in which narrow issues are being decided regarding a single property and single approval criteria.

City Engineer Gordon Munro spoke about the water improvement projects and stated a great deal of work as been put into design these.

Mayor Rake closed public testimony at 9:09pm

Councilor Carl asked if the access point at Old McMinnville Hwy was for emergencies only. City Planner Connell answered by stating it would only be used for emergency situations by emergency personnel.

Councilor Watkins asked clarifying questions regarding street access.

Councilor Ward-Mullen expressed concerns about how the development looks so far and the environmental sensitivity of the property.

Councilor Wilder asked questions on if a MX zone would address some of the issues with park use and density requirements.

MOTION: Wilder/Rhoads to approve zone change with the contingency of 25% multiple family requirements set forth by the MX zone for the R3 portion. Motion carried (5 Yes/2 No [Watkins and Maher]/0 Absent/0 Abstain).

MOTION: Rhoads/Wilder to approve first reading of Ordinance No. 2020-727. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

City Attorney Walt Gowell read the first reading of Ordinance No. 2020-727

MOTION: Carl/Rhoads to adopt Ordinance No. 2020-727. Motion carried (5 Yes/2 No [Maher and Watkins]/0 Absent/0 Abstain).

B. Parks Plan Amendment Public Hearing-Ordinance No. 2020-728
City Manager Dennis Durham requested of adoption of Parks Plan Amendment

9:40 PM

Mayor Rake open public hearing at 9:44pm

McRae Carmichael with Council of Governments outlined the parks plan presented before the city council.

Mayor Rake opens public testimony at 9:44 pm

No proponents or opponents

Mayor Rake closed public testimony at 9:45 pm

MOTION: Watkins/Ward-Mullen to remove dedicated dog park from Wennerberg Park Plan. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

MOTION: Watkins/Ward-Mullen to remove access road paving in Wennerberg Park Plan. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

MOTION: Carl/Rhoads to approve first reading of Ordinance No. 2020-728. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

City Attorney Walt Gowell read the first reading of Ordinance No. 2020-728

MOTION: Carl/Wilder to adopt Ordinance No. 2020-728. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

MOTION: Wilder/Rhoads to approve second reading of Ordinance No. 2020-728. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

City Attorney Walt Gowell reads the second reading of Ordinance No. 2020-728

C. NHMP Addendum

9:54 PM

Moved to later meeting date.

D. Police vehicle surplus declaration

9:55 PM

Moved to later meeting date

E. Police Vehicle and radio purchase

9:56 PM

Police Chief Kevin Martinez discussed the need to purchase a new vehicle due to outdated vehicles seeing an increase in maintenance. He stated the McMinnville Police Department switched to an encrypted radio system which resulted in Carlton Police Department needing new radios to best serve the community.

MOTION: Wilder/Carl to approve quote from Wire Works in the amount of \$50,955 each year for the purchase of new police vehicle and radios. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

F. COPS Grant Acceptance

10:01 PM

Police Chief Kevin Martinez expressed the needs to hire another officer for the City of Carlton. He presented information on population data historically, alcohol serving businesses and police service calls.

Councilor Ward-Muller recommended that councilors meet one-on-one with Chief Martinez like she had done. She found her meeting with him to be informative.

Councilor Maher asked questions regarding the additional monies that would be spent on an additional officers salary.

MOTION: Ward-Mullen/Wilder to approve COPS Grant and authorize Mayor to sign Grant Agreement. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

G. Buy Local Program Conclusion

10:08PM

Moved to later meeting date.

H. COVID-19 Emergency Business Assistance Applications

10:08 PM

Moved to later meeting date.

I. League of Oregon Cities Legislative priorities

10:08 PM

Moved to later meeting date.

J. OR 47 Ballot Measure

10: 09 PM

City Attorney Walt Gowell discussed adding a OR 47 Ballot Measure for citizens.

MOTION: Rake/Rhoads to approve City Attorney Walt Gowell to prepare materials needed for the OR 47 Measure Ballot. Motion carried (7 Yes/0 No/0 Absent/0 Abstain).

9. Council Liaison Reports

- A. Tourism
- B. Carlton Business Association
- C. Other

10. ADJOURNMENT

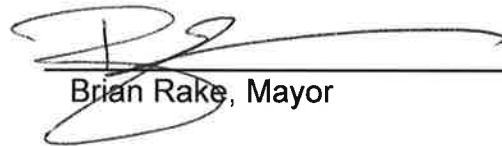
The regular meeting adjourned at 10:14 PM.

APPROVED by the City of Carlton City Council on September 1, 2020.

ATTEST:



Kayla Baker, Office Specialist



Brian Rake, Mayor