



**Community Town Hall Meeting Minutes
 APRIL 5, 2016, 7:00 PM
 Yamhill-Carlton Elementary School (420 South 3rd Street)**

1. CALL MEETING TO ORDER & ROLL CALL

Mayor Kathie Oriet called the meeting to order at 6:00 PM. No changes were made to the agenda.

Members Present: Kathie Oriet, Mayor Brian Rake, Council President Scott Carl
 Scott Chitwood Shirley Ward- Mullen

Members Absent: Scott Chitwood (excused) Gwen Jernstedt (excused) Carey Rhoads

Staff Present: Chad Olsen, City Manager Kevin Martinez, Chief of Police
 Bryan Burnham, Public Works Director Christy Martinez, Finance Director
 Charmaine Berhorst, Utility Clerk Jake Blair, Police Officer
 Jennifer Nelson, City Recorder

Others Present: Jeff Tryens, John Marvin, Kathleen Rich, Starla Pointer (News-Register), Laurie Busse, Louise Keefer, Steve Sampson, Dave Van DeWalle, B. Winchester, Roselyn Mostafa, Patty Williams, Stephanie Ripp, Brian Dolin, Joan Fitzgerald, Jessica Herzog, Renate Liss, Don Liss, Randy Sibert, James Dezellem, Carol Sturman, Bob McMurray, Mike Mostafa, Mark Bierly, Dana Packard Dooley, Paige Hamack, Julie Carl, Frank L. Burns, Ron Sticka, Nelda Skidmore, Ken Moore, Janice Keefer, Rob Friday, Greta Nightengale, Patty Burns, Peter Sturman and Marie "Chris" Frugia

2. WELCOME & INTRODUCTIONS

Mayor Oriet welcomed the attendees and introduced the City Council. City Manager Chad Olsen discussed the implementation of the bi-annual town hall meetings with the first meeting last September, introduced the City staff present and consultant Jeff Tryens. He encouraged attendees to pick-up a meeting packet, sign-in and complete the attached survey response before leaving.

3. OVERVIEW OF CARLTON’S PERFORMANCE MANAGEMENT INITIATIVE (PMI) – CHAD OLSEN

Olsen presented a report on Carlton’s Performance Management Initiative including a PowerPoint slideshow (see official meeting packet for full report). He stopped before the mission, vision and goals summary and referred citizens to review the material distributed in their packets (see official meeting packet for full report).

4. CARLTON STRATEGIC PLAN COMMUNITY SURVEY RESULTS – JEFF TRYENS 6:25 PM

Jeff Tryens, consultant, presented the Strategic Plan Community Survey process and results including a PowerPoint slideshow (see official meeting packet for full report). Olsen addressed comments made by some citizens regarding the numbers assigned to the individual surveys assuring everyone the City did was unable to track the numbers and the surveys were anonymous. Once the surveys were submitted, the interns worked on compiling the responses and the results presented tonight was the same format received by staff and Council.

5. "ALL THINGS WATER" STATUS REPORT & CAPITAL PROJECT UPDATE – CHAD OLSEN

Olsen mentioned the "All Things Water" presentation at the last town hall meeting in September noting a survey went out for that meeting as well. He reviewed topics discussed then and presented a PowerPoint slideshow about planning to construction for various capital projects related to the water issues (see official meeting packet for full report).

6. PUBLIC COMMENTS, DISCUSSION, QUESTIONS & ANSWERS

7:22 PM

Question: Is the waterline replacement work holding up the work that needs to be done on Main Street intersections?

Olsen identified the waterline projects in the Capital Improvement Plan which are funded and ready to go for waterline replacements. There is money in reserve for the street improvements and we are waiting for the (STIP) money from the state and our project is scoped at 150% and rated as the highest priority project in our region. We will not know if it is funded until later in the summer. It will be a \$3 million project and is depending on the Oregon Department of Transportation (ODOT).

Question: What are the City's highest priorities?

The survey results identified water, streets and sidewalks as high priorities. The City's priorities reflect this with water, police and transportation at the highest.

Questions: Who does the inspections for the City?

The City serves as a collection point for permits and inspections, once they are reviewed internally; they are forwarded to Yamhill County. The County is contracted by the City to administer the inspections and issue permits.

Question: Has the Panther Creek Reservoir been dredged?

It has not yet been dredged. An engineering study has been completed and the report was received in November with a cost estimate of \$2.5 million. There have been discussions with McMinnville Water & Light regarding long range water supply and the City has been talking with Oregon State Senator Brian Boquist about financial assistance.

Question: Since the reservoir has not been deepened and considering the water restrictions last year and all the new housing, will we run out of water?

The water restrictions were put into place because different times of the year produces different amounts of gallons per day depending on weather and other environmental factors. We are only bring on 10-15 new homes a year which is insignificant in terms of the totality of the water system and sufficient supply to meet build out in the long term is a community wide issue, not related to the wine industry or watering of new lawns. The City is making every effort to ensure we will not run out of water and the water restrictions were implemented because of extreme drought conditions; we would have been short regardless of the new housing. Even if the reservoir is dredged, the City wants more than a 50 year solution. Discussions followed

about ways citizens in the community can conserve on an individual basis.

Question: Why were the sidewalks were not completed by the soccer field on Monroe Street?

When the property is developed, the owner is responsible for putting in the sidewalks.

Question: Are sidewalks the property owner's responsibility?

All other cities have the same problem about what to do will sidewalks. City Code indicates the property owner is responsible for the sidewalks along their property and an enforcement program is in place to identify trip hazards each year. Notices can give 30- 60 days to be addressed and inspections occur to ensure the work is done to standard. Carlton does not wish to put too much burden on the property owners and the City tries to partner with property owners whenever possible to move forward. A small amount of money has also been put aside to assist owners with limited, fixed income. Conversations are being had with the City Engineer, Public Works Director and City Attorney to address new infill projects and how to keep them in compliance and a survey is being taken to be proactive in certain areas needing attention. As we are working through design issues, the City will start looking for collaborative partnerships with owners to put money in to assist. If the City initiates a major project, then bringing sidewalks into compliance in those areas are our burden.

John Marvin said there has never been a sidewalk in front of his house which was built in 1928. He didn't want to get a knock on the door telling him he is the guy who has to deal with it. Olsen replied there were no development standards in place when it was built and no one will come knocking unless there is work done to the property that would require a code upgrade and then it would only be to sit down and discuss the matter with him. With more than 10 years' worth of projects, he did not think Mr. Marvin needed to worry. Marvin replied that so far "trust me" seems to work pretty good in Carlton so far and it is a real pleasure to live here.

Question: How were the new water rates established?

The City worked with Deb Galardi of Galardi Rothstein Group for almost a year and a half exclusively on water rates, which were based on a 30 year old methodology and formula where users paid a 500 cubic feet (cu. ft.) allowance. They spent a lot of time discussing the industry norms and best practices to ensure capital construction projects could be funded when needed. The new water rates have been included in the April 25th billing; the outside city limits will be phased in over three years at the traditional rate of cost plus 50%.

Question: Why are the outside of city rates going to be so high?

Traditionally, customers out of city limits pay the rate plus 25%-100%; McMinnville charges 150%. The reason is because the water systems are built to support in town services, limits, and growth within the Urban Growth Boundary (UGB) and some outside. Currently, no one is allowed to hook up to the City's system from outside of the city limits. Council is mimicking industry standards by establishing new rate methodology across the board. Up to this point there has not been any consistency with who is paying what. Twenty to thirty years ago, the rates for outside started at 150%, but over time, the cost eroded down closer to 100% by not being changed. The new system is fair in that the outside city users currently on the system will not get kicked off, but they will be paying for the benefit of having City water rather than paying the cost of putting in a well, which could be around \$20,000. The cost to connect to City water has a premium rate attached.

Ron Sticka discussed the new consumption based rates further with Olsen to be better informed to discuss this with the group outside of the city limits at the end of the month. Olsen offered to attend the meeting with him to assist with explaining the new methodology.

Councilor Scott Carl appreciates the questions and commented his head is still spinning over the matter. He said with all the upgrades, this is going to be the norm. For a long period of time Carlton enjoyed being small, but as it is growing at an accelerated rate and we are trying to catch up, a lot of improvements have been going on. In the 1930's, a lot of work was done and then nothing for 80 years, now the system needs attention. We all feel the difference, but it is time to be proactive, although painful.

Question: Are all the projects listed on the planning to construction slides already actively going through?

The second two slides are getting ready in the development phase to move forward and more communication will come down the road.

Question: When are City Council meetings held?

City Council meetings are held on the first and third Tuesdays of each month at 7:00 PM, depending on items needing to come before Council. Work sessions are also on the same nights at the 6 o'clock hour right before to discuss upcoming action items or receive presentations. Public comments are accepted at the regular sessions.

Ken Moore said he lives in the City of Yamhill but would like to hear what each of the Council members are excited or worried about in Carlton, what they bring to the table and what they are passionate about.

Councilor Carl said he is excited for where we are going and how we are catching up. He worries about changes startling those who have been here a long time. He brings a general love and excitement for the community and feels a draw to give back as a descendent of the town's namesake. His dad was city manager for 23 years and his brother works in public works. He feels a need to serve the neighbors and community. There's a lot of passion in this community and he enjoys that people care.

Councilor Brian Rake is excited for the future as the City is growing and managing to grow well with planning for the future, not just a few years, but 50 years and well beyond our tenure. He worries about losing the small town feel and believes it is important to do all they can to hang onto Carlton. His family has been here for 100 years and he loves this town and enjoys being here and serving.

Mayor Kathie Oriet said she has been here 38 years and she loves it. She worries about where they will get the money to dredge the reservoir, which is a huge project that scares her.

Councilor Scott Chitwood has lived in Carlton all his life. Family has moved away and then came back. He works in downtown Portland every day and people ask him why he travels so far. It's because it is a great community. The growth is great, people know where Carlton is now, not just that is north of McMinnville. There are down falls they are managing and we'll get through. He feels they are moving in a positive direction and he is looking forward.

Councilor Shirley Ward-Mullen is new to the community and has been living here since 2012 when they visited

and fell in love with the area. She and her husband wish to spend the rest of days here and they love this town and she has the same passion as those who have been here for a long time. She is excited about the projects and strategic efforts to carry them out in terms of providing adequate water and fire flow to the community. It is important to have a long term supply of water which is a concern for many.

Olsen said he is excited about building stuff and building a legacy rather than digging the hole deeper. He is excited about the current staff that supports achieving performance based on the customers. He wants accountability and transparency while providing high achieving, results driven local government service.

7. ADJOURNMENT

The meeting adjourned at 8:05 PM.

APPROVED by the City of Carlton City Council on this 17th day of May, 2016.

ATTEST:



Jennifer L. Nelson, City Recorder



Kathie Oriet, Mayor