

City of Lafayette
City Council Meeting Minutes
April 13, 2017 at 6:30 p.m.

1. **CALL TO ORDER:** Mayor Pagella called the meeting to order at 6:30 p.m.
2. **FLAG SALUTE:** Mayor Pagella led the flag salute.
3. **ROLL CALL:** Angela Speier, Assistant City Administrator called the roll.
Present: Chris Pagella, Marie Sproul, Larry Pritchett, Chris Harper, Stan Kosmicki
Absent: Doug Cook (excused), one vacancy
City Staff Present: Preston Polasek, City Administrator; Terry Lucich, Fire Chief; Angela Speier, Assistant City Administrator
Others: Brandyn Bakanoff, Don Leard, David Sword, Dustin Brungardt, Shirley Burkett, Bill Murphy, Troy Ainsworth, Principal FFA Architecture and Interiors; Ian Gelbrich, Associate/Project Manager FFA Architecture and Interiors; Deputy Jerry Druery, Yamhill County Sheriff's Office
4. **REPORT FROM YAMHILL COUNTY SHERIFF'S OFFICE:** Deputy Druery noted that there are not any concerning crime trends to report and that he enjoys working in Lafayette. He reviewed the crime report with Council.
5. **APPROVAL OF MINUTES:** Councilor Pritchett made a motion to approve the minutes of the Lafayette City Council dated March 9, 2017. Councilor Harper seconded the motion. There was no discussion and the motion passed unanimously (4-0).
6. **ADDITIONS TO OR DELETIONS FROM AGENDA:** None.
7. **CITIZEN INPUT ON NON-AGENDA ITEMS:** None.
8. **ACTION ITEMS:**
 - a. **Appointment to the Downtown Design Review and Award Committee**
Mr. Polasek noted that this is a three-person committee that is tasked with reviewing façade improvement grant applications. The committee is made up of a planning commissioner, a city councilor, and a lay person. There is one vacancy on the committee, due to Laura Erickson's resignation from City Council.

Councilor Pritchett moved to appoint Marie Sproul to the Downtown Design Review and Award Committee for a term ending December 31, 2017. Councilor Harper seconded the motion. There was no discussion and the motion passed unanimously (4-0).
 - b. **Resolution 2017-03, Authorizing the City to Apply for a Local Government Parks Grant**
During the update of the Parks Master Plan, restrooms at Joel Perkins Park scored as the number two priority in the city-wide survey. It is currently listed as a high priority in the Master Plan. This grant is through the Oregon Parks and Recreation Department and the City has met all the criteria to apply. The deadline for the application is May 1, 2017. Included in the packet is a map of the proposed project. The bathrooms will have an automatic locking system set to lock when the park is closed and open in the morning. The daily maintenance will be performed by the public works crew or possibly a hired firm if needed.

Deputy Druery noted that the officers have heard about drug use in the current portable restroom, but they are not seeing it. He said when they are driving around they stop and check on the facilities to make sure there is nothing illegal happening in the park, and to deter that type of activity. To help with the glare from the lights, staff will look into motion detection lights for the restrooms.

Councilor Harper made a motion to approve Resolution 2017-03, authorizing the City of Lafayette to apply for a local government grant from the Oregon Parks and Recreation Department for the development of restrooms at Joel Perkins Park and authorize the City Administrator to sign the application. Councilor Pritchett seconded the motion. Council discussed the possibility of constructing restrooms at other City parks through this grant program. There was no further discussion and the motion passed unanimously (4-0).

c. Resolution 2017-04, Modifying Membership of the Water Resources Committee

This item was mentioned at the last Council meeting as a means to meet quorum requirements if attendance issues arise. This is also a way to get an interested person involved with the committee. Resolution 2017-04 only modifies the membership of the committee, and does not change the scope. Councilor Harper thanked staff for looking into this as a solution to the quorum issues that can happen with the WRC. There would be no term limits to this position and the alternate would only vote in order to meet quorum requirements, otherwise they would be a non-voting member.

Councilor Sproul made a motion to approve Resolution 2017-04, which repeals Resolution 2010-10 and modifies the membership of the Water Resources Standing Committee. Councilor Pritchett seconded the motion. There was no discussion and the motion passed unanimously (4-0).

d. Resolution 2017-05, Intent to Reimburse Expenditures with Bond Sale

This resolution will allow the City to be reimbursed for certain expenditures if the bond is approved. The type of expenditures would include architectural fees, engineering fees, and site costs that will incur in the next six months.

Councilor Sproul made a motion to approve Resolution 2017-05, declaring official intent to reimburse the City from bond proceeds for expenditures relating to the design and construction of a Fire Station/City Hall. Councilor Pritchett seconded the motion. There was no discussion and the motion passed unanimously (4-0).

9. DISCUSSION ITEM:

a. Design of new Lafayette Fire Station/City Hall with Ian Gelbrich, Architect

Mayor Pagella described the process to date and what is expected from Council tonight. This meeting is to focus on the space needs and provide direction to FFA, so they can proceed with design options. Mr. Polasek noted that the May meeting will include financial information about how the bond will impact property tax rates. Staff will provide information about fire stations in surrounding areas and how those impacted tax rates and FFA will present preliminary design options. There will be a Special City Council meeting on June 22nd to approve the final design and cost. At the July meeting Council will be asked to consider approval of the ballot title.

Ian Gelbrich, Architect and Project Manager with FFA Architects and Interiors presented the reductions that staff made in the program spaces since last meeting, provided updated cost estimates, and provided an overview of the feedback from the Community Design Workshop. The overall square footage was reduced by almost 600 square feet and an overall cost reduction

of about \$500,000. Council discussed how those reductions could limit future growth of City staff and the possible need for including the small conference room back into the design. The City will need to hire a City Engineer and/or a Community Development Director within the next few years, as the design stands now only one of those positions could be accommodated with a “future” office.

Council asked for FFA to present three options when they draw up their designs: 1) the program space list that is in the packet with the large conference room near the lobby; 2) the addition of a small conference room; and 3) the addition of the small conference room and an additional future office. Mr. Gelbrich said that when they are working on fitting all the pieces together on the site they will explore those options. Council reviewed each of the spaces, the program notes and justification for each. The lobby square footage can likely be reduced, because the antique pumper is smaller than what it is currently shown in the space list. Council discussed the idea of having more open space for future expansion.

The three options that they will be showing Council next month will be based on a dollar-per-square-foot scenario, and applying the range from similar projects. FFA will take one preferred design option to the cost estimator. The soft costs are anything that are not part of construction, such as the architecture and engineering fees, relocation costs during construction, furniture, geotechnical fees, building permits, and SDCs.

In closing, Mr. Gelbrich discussed the key takeaways from the Community Design Workshop, which included history, community setting, family, and connection to neighbors and the environment. He explained how FFA will incorporate those comments and the history of the community into the design.

10. DEPARTMENT REPORTS:

- a. **Fire:** Staff noted that McMinnville’s ambulance crew is now stationed in Lafayette Monday-Friday 8:00 a.m. – 5:00 p.m.
- b. **Administration:** Mr. Polasek reminded Councilors that they need to file their statements of economic interest with the Oregon Government Ethics Commission by Saturday, April 15th. The City’s final appeal to the UGB will be taken up by the Land Development and Conservation Commission on May 18th or 19th. The City will be represented by Mr. Polasek, the City Planner, and maybe the City Attorney. The City will also be submitting a letter to department staff, which will be defending their decision to support the City’s ordinance. The Community Center and Adams Street project began today and will be completed in July. The first Budget Committee meeting will take place on Tuesday, April 25th. Staff will get the budget out to the committee next week. At the May meeting Council will be considering the law enforcement contract for FY 2018, a budget transfer for personnel services in the Parks Fund, and reallocation of \$20,000 in the City Park Well rehab project to be paid for from SDCs. In June there could be a resolution to shore-up some funds, particularly materials and services in the Water Fund. In conjunction with the Community Center project the City will order a new drinking fountain that is dog friendly. The five-year update to the City’s Water Management Conservation Plan is completed and has been sent to the state.

The first phase of the reservoir project is complete and the exterior work will begin this summer to be funded in the next fiscal year’s budget. Typically maintenance is performed on reservoirs every ten years, when cities have two reservoirs it makes it much easier to maintain, because you can take one off-line while the work is being done. The City will have no problem filling the ASR well to capacity again this year.

11. COMMITTEE REPORTS: None.

12. COUNCILOR'S REPORTS: None.

13. MAYOR'S REPORT: None.

14. ADJOURNMENT: Councilor Harper made a motion to adjourn the meeting. Councilor Kosmicki seconded the motion. The motion passed unanimously (4-0) and the meeting adjourned at 9:08 p.m.

Minutes approved on this 11th day of May, 2017.

CERTIFIED:



Chris Pagella, Mayor

ATTESTED:



Angela Speier, Assistant City Administrator