



City of North Plains

Agenda

City Council - Regular Session Meeting

Monday, January 6, 2025 @ 7:00 PM

Jessie Mays Community Center

and also via ZOOM

Page

1. LOGIN INFORMATION TO ATTEND VIA ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/83210485716?pwd=Pq3g9iwecTRafKi164KOtwEMzRjlas.1>

Meeting ID: 832 1048 5716

Passcode: 677419

Phone in (no internet)

253-215-8782

Meeting ID: 832 1048 5716

Passcode: 677419

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES:

A. **Approval of December 16, 2024 City Council Minutes.**

3 - 9

☐ [12 - City Council - Regular Session - 16 Dec 2024 - Minutes](#)

6. SWEARING IN OF NEWLY ELECTED OFFICIALS

A. **OATH OF OFFICE - MAYOR ELECT ARIEL GOODWIN**

10

☐ [Oath of Office - Mayor Goodwin Jan. 6 2025](#)

B. **OATH OF OFFICE - AARON DUMBROW**

11

☐ [Oath of Office - Councilor Dumbrow Jan. 6 2025 v2](#)

C. **OATH OF OFFICE - MANDY HAGEDORN**

12

☐ [Oath of Office - Councilor Hagedorn Jan. 6 2025](#)

D. **OATH OF OFFICE - MICHELE MCCALL-WALLACE**

13

☐ [Oath of Office - Councilor McCall-Wallace Jan. 6 2025](#)

E. **OATH OF OFFICE - KATIE REDING**

14

☐ [Oath of Office - Councilor Reding Jan. 6 2025](#)

7. ELECT COUNCIL PRESIDENT

A. Nominate and elect Council President for 2025

8. PUBLIC COMMENT:

Persons wishing to speak on matters not on the agenda may be recognized at this time. The public comment period is a limited public forum and comments are therefore appropriately limited to matters of City concern, official action, or other matters that may come before the City Council.

*Written comment in advance of the meeting is welcome and should be emailed to info@northplains.gov. **An individual or community group that wishes to provide public comment virtually must register with the City Recorder by 3:00 pm the day of the meeting and provide their name, address, email, phone, and a general topic.***

9. NEW BUSINESS:

A. Ex Officio Duties for 2025

15

- [2024 Calendar of all NP City Meetings & Ex Officio duties v3.](#)

B. Council Committee Appointments

16 - 17

- [2025 Council Committee Appointments](#)

C. City Manager Report
CC Business Calendar

10. REPORTS

A. Council Reports

B. Review Council Calendar

18

- [2025 January Calendar of All Monthly Meetings](#)

11. ADJOURNMENT:

North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at [\(503\) 647-5555](tel:5036475555)

**The following City Council Meetings are scheduled to be held at:
Jessie Mays Community Center - 30975 NW Hillcrest Street North Plains, OR**

**The meetings will be held on the following dates at 7:00 p.m.:
TUESDAY, January 21, 2025 Monday, February 3, 2025 **TUESDAY, February 18, 2025****



MINUTES

City Council - Regular Session Meeting
Monday, December 16, 2024 6:00 PM
Jessie Mays Community Center
and also via Zoom

**COUNCIL
MEMBERS:**

Mayor Teri Lenahan; Council President Russ Sheldon; Councilors:
James Fage, Robert "Butch" Kindel, Jr., Cameron Martinez, Trista
Papen, Rickey Smith,

STAFF PRESENT:

City Manager Bill Reid, City Recorder Lori Lesmeister, Police Chief
Nick Jones, Library Director Robin Doughty, Public Works Director
Dustin Lueckenotte, Planning Manager Steve Miller, City Attorney
Chris Crean

OTHER:

1 LOGIN INFORMATION TO ATTEND VIA ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/84624241829?pwd=NnBBd09uOUVGSVhXUXQzMjlUMHpaUT09>

Meeting ID: 846 2424 1829

Passcode: 831831

Phone in (no internet)

253-215-8782

Meeting ID: 846 2424 1829

Passcode: 831831

2 EXECUTIVE SESSION

6:00 PM

ORS 192.660(2)(h)(to consult with counsel concerning the city's legal rights and duties regarding
current litigation

Note - Executive Sessions are Closed to the public

3 CALL TO ORDER at 7:00 pm

4 PLEDGE OF ALLEGIANCE

5 ROLL CALL

- a) Councilor James Fage excused.

6 CONSENT AGENDA:

(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)

- a) [Res. No. 2290 - Appointing Doug Nunnenkamp to the Planning Commission for a 4-yr. term through Dec. 31, 2028](#)
- b) [Approval of December 16, 2024, City Council Regular Session Agenda](#)
- c) [Approval of December 2, 2024, City Council Minutes.](#)

Motion to approve the Consent Agenda.

Moved by Councilor Russ Sheldon. Second by Councilor Cameron Martinez.

Motion was approved unanimously.

7 PUBLIC COMMENT: NONE

- a) [Public Comment Guidelines](#)
- b) [Request for fee waiver for Jessie Mays Community Center rental](#)
This item was moved to Item 13b - Council Reports

8 STAFF REPORTS

- a) [Library Department Monthly Report](#)

Library Director Robin Doughty thanked the current Mayor and Councilors for their support for library programs over the years.

- b) [Police Department Monthly Report](#)

Police Chief Nick Jones thanked the outgoing Mayor and Councilors for their support for the North Plains Police over the years.

- c) [Public Works Monthly Report](#)

Public Works Director Dustin Lueckenotte said that his crew has been working on breaking up the beaver dams to mitigate flooding, noting that there are now 4-5 beavers in the area. Councilor Sheldon said he appreciated the increased public availability of documents and reminded Dustin to stay focused on facility maintenance plans. Councilor Kindel noted that the predecessors in Dustin's position

had long tenures and expressed confidence in Dustin's leadership with the new public works facility.

d) **Community Development Monthly Report**

Planning Manager Steve Miller reported that the Planning Commission approved the Green Light Development project with some added conditions but noted that he anticipated the decision may be appealed. He also provided updates on the Brynhill Phase 4 park design review application which includes plans for basketball courts. Councilor Sheldon inquired about the timeline for completing work on North Avenue. City Engineer Brian Feeney with 3J explained that utility relocation work by Lumen was starting this week, to be followed by Lennar finishing their portion of the road work.

e) **Finance Department Monthly Report**

City Manager Bill Reid had no additional items to report beyond his written report. Councilor Sheldon asked about the status of utility shutoffs and delinquencies. Mr. Reid reported that there have been no abnormal increases in either.

9 ORDINANCES:

a) **Ord. No. 497 -- Amending Chapter 30 - Council Rules**
Second Reading & Adoption

Move to do second reading of Ordinance No. 497 by title only.
Moved by Councilor Sheldon. Second by Councilor Smith.
Motion was approved unanimously.

Move to adopt Ordinance No. 497 Amending Chapter 30 - Council Rules
Moved by Councilor Kindel. Second by Councilor Martinez.
Motion was approved unanimously.

b) **Ord. No. 498 - Amending Chapter 32 of the North Plains Municipal Code**
Regarding City Manager Duties

Staff Report to be provided at the meeting

City Manager Bill Reid said that this is needed to remove dated powers and duties that were originally in the job description in 1999, including city planning. This change does not add any power to the City Manager's position.

Move to adopt Ordinance No. 498 Amending Chapter 32 of the North Plains Municipal Code Regarding City Manager Duties
Moved by Councilor Kindel. Second by Councilor Papen.
Motion was approved unanimously.

*Councilor Sheldon noted that Council had not done a first reading of Ordinance No. 498 yet, so it could not be adopted.

Discussion on if the first reading was approved unanimously then there could be adoption of the ordinance in the same meeting as an emergency.

Motion to withdraw original motion to adopt Ordinance No. 498

Moved by Councilor Kindel. Second by Councilor Papen.

Motion to withdraw was approved unanimously.

Move to do first reading of Ordinance No. 498 by title only.

Moved by Councilor Kindel. Second by Councilor Smith.

Motion was approved unanimously.

Mayor Lenahan read the Ordinance by title only, noting to City Manager Reid to be sure that the assurity bond is up to date for 2025.

.

- c) *Move to adopt Ordinance No. 498*

Moved by Councilor Sheldon. Second by Councilor Papen

Motion was approved unanimously.

10 RESOLUTIONS:

- a) **Res. No. 2287 - Canvassing Results from the Nov. 4 2024 General Election**

Move to adopt Resolution No. 2287

Moved by Councilor Sheldon. Second by Councilor Martinez.

Motion was approved unanimously.

- b) **Res. No. 2288 - Appointing 3 members to the North Plains Budget Committee**

Move to appoint David Hatcher, Larry Gonzales, and Tom Murdock to the North Plains Budget Committee

Moved by Councilor Sheldon. Second by Councilor Martinez.

Motion was approved unanimously.

- c) **Res. No. 2289 - Agreement transferring rights, title and interest of the North Plains Garlic Festival to the North Plains Events Association**

Don Weber, North Plains resident, voiced concerns as to why the city was transferring the rights to the North Plains Events Association rather than the Chamber of Commerce.

Move to adopt Resolution No. 2289 transferring rights, title and interest of the North Plains Garlic Festive to the North Plains Events Association

Moved by Councilor Smith. Second by Councilor Martinez.

Motion was approved unanimously.

d) **Res. No. 2291 - Adopting a 2023-25 Biennium Supplemental Budget to appropriate Funds for items unknown at the time the budget was adopted**

Move to adopted Resolution No. 2291 - Adopting a 2023-25 Biennium Supplemental Budget to appropriate funds for items unknown at the time the budget was adopted
Moved by Councilor Kindel. Second by Councilor Papen.
Motion was approved unanimously.

e) **Res. No. 2292 - Supplemental Budget - General Fund**

Move to adopt Resolution No. 2292 - General Fund Supplemental Budget
Moved by Councilor Sheldon. Second by Councilor Martinez.
Motion was approved unanimously.

f) **Res. No. 2293 - Authorizing Contingency Spending**

This includes assigning money to the UGB Re-Look process, the Housing Needs Analysis (HNA) re-look, as well as money to cover fees for the appeal of the referendum lawsuit.

Aaron Nichols, Hillsboro resident, said that he doesn't think the city should spend money on the appeal as it is not good use of funds.

Move to adopt Resolution No. 2293 - Authorizing Contingency Spending
Moved by Councilor Smith. Second by Councilor Sheldon.
Motion was approved unanimously.

g) **Res. No. 2294 - Naming and dedicating the new Public Services Building as the Robert "Butch" Kindel Building**

Move to adopt Resolution No. 2294 - Naming the new Public Services Building the Robert "Butch" Kindel Building
Moved by Mayor Lenahan. Second by Councilor Papen.
Motion was approved unanimously.

11 UNFINISHED BUSINESS:

- a) Councilor Russ Sheldon read a letter addressing recent ethics complaints filed against him and Finance Director/City Manager Bill Reid. He stated that the Oregon Secretary of State found no merit to the allegations and declined to investigate. Councilor Sheldon characterized the complaints as a coordinated effort to spread misinformation and harm reputations. Councilor Sheldon requested that a copy of this letter be put in City Manager Bill Reid's employee file.

12 NEW BUSINESS:

a) Appointment to fill City Council Vacancy for a term through Dec. 31, 2026

The Council considered applications to fill the vacancy left by Councilor Smith's resignation. It was noted that two applicants had withdrawn their applications prior to this evening's meeting. Michele McCall-Wallace was the only applicant in attendance. She introduced herself and outlined her experience in municipal government and cultural arts management.

Brief questions and discussion ensued.

Nominates Michele McCall-Wallace to fill the vacancy on City Council through December 31, 2026.

Moved by Councilor Papen. Second by Councilor Smith.

Motion was approved unanimously.

13 REPORTS

a) City Manager Report

City Manager Bill Reid reported on plans to develop policies for renting the Jessie Mays Community Center, noting challenges with kitchen use and cleaning the facility. He mentioned that the Parks Foundation is planning a fundraising campaign to update the kitchen.

City Manager Reid also reported that the city may receive a \$60,000 refund from overpaid unemployment insurance. He suggested using some of these funds to upgrade audio-visual equipment for city meetings at Jessie Mays.

b) Council Reports

Mayor Lenahan said that the city received a request from the family of Kenny Fields to waive the rental fee of Jessie Mays for a memorial service for Kenny.

Consensus from all of the councilors to waive the rental fee.

Councilor Sheldon reported on his final Metro Area Communications Commission meeting where they approved grants for community media projects.

Mayor Lenahan reflected on her 16 years of service to the city, including 8 as a city councilor and 8 as the mayor. She expressed pride in the council's efforts to plan responsibly for growth and thanked staff and community volunteers for their support. Mayor Lenahan noted that Cameron Martinez has been on City Council for 8 years, Rickey Smith has been on City Council for 6 years, Russ Sheldon has been on City Council for 8 years, and Robert "Butch" Kindel has been on City Council/Mayor for a total of 44 years for a total of over 80 years of service to the city of North Plains between the four of them.

c) **Review January 2025 Council Calendar**

14 ADJOURNMENT: 8:42 pm

Teri Lenahan, Mayor

Lori Lesmeister, City Recorder

Date Approved _____



CITY OF NORTH PLAINS
North Plains, Oregon

STATE OF OREGON

COUNTY OF WASHINGTON

I, Ariel Goodwin, swear that I will faithfully support the Constitution and laws of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of North Plains, and I will perform the duties of Mayor for the City of North Plains to the best of my ability so long as I may continue in that capacity, so help me God.

Ariel Goodwin

Subscribed and sworn to before me this 6th day of January, 2025.

Lori Lesmeister
City Recorder



CITY OF NORTH PLAINS
North Plains, Oregon

STATE OF OREGON

COUNTY OF WASHINGTON

I, Aaron Dumbrow, swear that I will faithfully support the Constitution and laws of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of North Plains, and I will perform the duties of City Councilor for the City of North Plains to the best of my ability so long as I may continue in that capacity, so help me God.

Aaron Dumbrow

Subscribed and sworn to before me this 6th day of January, 2025.

Lori Lesmeister
City Recorder



CITY OF NORTH PLAINS
North Plains, Oregon

STATE OF OREGON

COUNTY OF WASHINGTON

I, Mandy Hagedorn, swear that I will faithfully support the Constitution and laws of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of North Plains, and I will perform the duties of City Councilor for the City of North Plains to the best of my ability so long as I may continue in that capacity, so help me God.

Mandy Hagedorn

Subscribed and sworn to before me this 6th day of January, 2025.

Lori Lesmeister
City Recorder



CITY OF NORTH PLAINS
North Plains, Oregon

STATE OF OREGON

COUNTY OF WASHINGTON

I, Michele McCall-Wallace, swear that I will faithfully support the Constitution and laws of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of North Plains, and I will perform the duties of for the City of North Plains to the best of my ability so long as I may continue in that capacity, so help me God.

Michele McCall-Wallace

Subscribed and sworn to before me this 6th day of January, 2025.

Lori Lesmeister
City Recorder



CITY OF NORTH PLAINS
North Plains, Oregon

STATE OF OREGON

COUNTY OF WASHINGTON

I, Katie Reding, swear that I will faithfully support the Constitution and laws of the United States of America and of the State of Oregon, and the Charter and Ordinances of the City of North Plains, and I will perform the duties of for the City of North Plains to the best of my ability so long as I may continue in that capacity, so help me God.

Katie Reding

Subscribed and sworn to before me this 6th day of January, 2025.

Lori Lesmeister
City Recorder

2025 City Council Meeting Calendar Schedule							
2025 City Council Meeting Dates-7:00 p.m.							
1/6	4/7 **	7/7 **	10/6 **				
1/21	4/21	7/21	10/20				
2/3 **	5/5 **	8/4 **	11/3 **				
2/18	5/19	8/18	11/17				
3/3 **	6/2 **	9/2 **	12/1 **				
3/17	6/16	9/15	12/15				
Meetings in yellow are Tuesday meetings due to Monday holidays		Meetings with ** behind them have a 6:00 pm Work Session					
2025 Schedule for Board and Commission Meetings							
1st Wednesday 6:00 pm	Economic Development	2nd Monday 6:00 pm	Parks & Recreation Board	2nd Wednesday 7:00 pm	Planning Commission	3rd Wednesday 7:00 pm	Library Board
no meeting	Cancelled	1/13	PAPEN	1/8	FAGE	1/15	
2/5		2/10		2/12		2/19	
3/5	FAGE	3/10		3/12		3/19	
4/2		4/14	FAGE	4/9		4/16	
5/7		5/12		5/14		5/21	
6/4		6/9		6/11		6/18	
7/2	PAPEN	7/14		7/9		7/16	
8/6		8/11		8/13		8/20	
9/3		9/8		9/10		9/17	
10/1		10/13		10/8		10/15	
11/5		11/10		11/12		11/19	
12/3		12/8		12/10		12/17	PAPEN
6-8 mtgs each							
FAGE							
DUMBROW							
GOODWIN							
HAGEDORN							
PAPEN							
REDING							
TBD							

2025 Council Committee Appointments

<u>Meeting</u>	<u>Primary</u>	<u>Alternate</u>
Metropolitan Area Communications Commission (MACC) Tual Valley Comm Access TV (TVCTV) Meets 1:30-4:00pm in Beaverton with Zoom option Meets quarterly - Dates set approx. 3 weeks in advance	VOLUNTEER	XXXXXX
Metro Policy Advisory Committee (MPAC) Meet 2 nd & 4 th Wednesday of each month 5:00-7:00pm at Metro Council Chambers in Portland	<i>Reid</i>	
Washington County Coordinating Committee (WCCC) - City Mayors are representatives on Committee Meet 2 nd Monday of each month in Beaverton 12:00-1:30pm	<i>Goodwin</i>	<i>Fage</i>
Washington County Office of Community Development: Policy Advisory Board Meet 2 nd Thurs of each month 7:00-9:00pm Various locations throughout Washington County	<i>Papen</i>	XXXXXX

From: [Pablo Garnica](#)
To: [Lori Lesmeister](#)
Subject: Policy Advisory Board Appointment - Washington County
Date: Friday, December 13, 2024 3:24:24 PM
Attachments: [image001.png](#)
[Appointment of new PAB members Info Sheet.pdf](#)

To whom it may concern,

The Washington County Office of Community Development is overseen by a Policy Advisory Board (PAB). The purpose of the PAB is to provide the cities of Washington County, as well as the County, the opportunity to actively participate in an advisory role to the Washington County Board of Commissioners in the planning, implementation, evaluation and policy formulation of the Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant Programs of Washington County, Oregon. The members and their alternates shall be appointed by the governing bodies of the jurisdictions which they represent and shall serve at the pleasure of said governing body.

We understand that the November election results require a change to the alternate member appointed to the Policy Advisory Board (PAB). To appoint a new alternate member please see the attached document. Please feel free to reach out with any questions.

Warm Regards,



Pablo Garnica

Administrative Specialist II

Washington County Office of Community Development
328 West Main Street Ste. 100, MS-7
Hillsboro, OR 97123
503-846-8814

www.washingtoncountyor.gov
Pablo_Garnica@washingtoncountyor.gov

To help ensure equal access to Washington County Office of Community Development programs, services and activities, we will provide translation, reasonably modify policies or procedures and provide auxiliary aids/services/alternative formats to persons with disabilities. For accommodations, translations, complaints, and additional information, contact 503-846-8814, or for voice to TTY relay dial 711 or 1-800-735-1232. Para traducción en español marque 1-800-735-3896.

INFO: Washington County email address has changed from @co.washington.or.us to @washingtoncountyor.gov. Please update my contact information.

January 2025

<u>MEETING</u>	<u>PRIMARY</u>	<u>ALTERNATE</u>	<u>NOTE</u>	<u>DATE</u>
City Council			1st Monday of the month at 7:00 pm	1/6
Economic Development Commission	No meeting		1st Wednesday of the month at 6:00 pm	No meeting
Planning Commission	Fage		2nd Wednesday at 6:00 pm	1/8
Washington County Office of Community Development Policy	Papen		2nd Thursday 7:00pm	1/9
Parks & Rec Board	Papen		2nd Monday at 6:00 pm	1/13
Washington County Coordinating Committee (WCCC)	Goodwin	Fage	2nd Monday at 12:00 noon	1/13
Library Board			3rd Wednesday at 6:00pm	1/15
City Council			Tuesday due to Monday holiday - 7:00 pm	1/21
Metro Policy Advisory Committee (MPAC)	Reid		4th Wednesday at 5:00pm	1/22
Metropolitan Area Communications Commission (MACC)			Usually Fridays 3-4 times a year - No dates set for 2025	TBD