



# City of North Plains

## Agenda

City Council Meeting

Monday, April 7, 2025

Work Session - 6:00-7:00

**Executive Session - 7:00 pm**

*Business Meeting will start when*

*Executive Session has adjourned*

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

WORK SESSION - 6:00 PM - 7:00 PM

A. Library & Public Safety Operations & Budgeting Considerations

EXECUTIVE SESSION: 7:00 PM

A. 192.690(2)(i) - Employee Performance Evaluations / Contract

**\*Note - Executive Sessions are CLOSED to the public.**

*The doors will be open to the public once the session has been adjourned and they are ready to start the Business Meeting.*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CONSENT AGENDA:

A. City Manager Report - Council Agenda April 7, 2025

City Manager Report Council Agenda 4.7.25 (002)

4

B. Approval of March 17, 2025 City Council Minutes.

03 - City Council - Regular Session - 17 Mar 2025 - Minutes

5 - 9

C. Proclamation - National Library Week

Proclamation - National Library Week 2025

10 - 11

- D. **Proclamation - Community Development Week** 12
  - [Proclamation - Community Development Week](#)
- E. **Proclamation - Fair Housing Month** 13
  - [Proclamation - Fair Housing Month](#)
- 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](mailto: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. **PRESENTATION**
  - A. **Washington County Sheriff's Office Annual Update - 2024** 14 - 25
    - [2024 WCSO Updates - North Plains](#)
- 10. **RESOLUTIONS:**
  - A. **Res. No. 2296 - Approving Water Supply Agreement with JWC** 26 - 38
    - [Res. No. 2296 - JWC Water Supply Agreement Update 2025 Staff Report](#)
    - [Res. No. 2296 - Approving Water Supply Agreement with JWC 2025 with Exhibit A](#)
- 11. **UNFINISHED BUSINESS:**
  - A. **City Council Pillars and Vision Discussion** 39 - 65
    - [North Plains City Council Visioning Session Report March 2025 \(003\)](#)
- 12. **NEW BUSINESS:**
  - A. **City Council and Boards & Commissions Communications Planning Discussion**
- 13. **REPORTS**
  - A. **City Manager Report** 66
    - [2025 City Council Business Calendar 4.2.2025](#)
  - B. **Council Reports**
  - C. **Review April 2025 Council Calendar** 67 - 69
    - [2025 April Calendar of All Monthly Meetings](#)
    - [2025 Calendar of all NP City Meetings & Ex Officio duties v3](#)
    - [2025 Council Committee Appointments](#)
- 14. **ADJOURNMENT:**

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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)

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**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.:**  
Monday, April 21, 2025    Monday, May 5, 2025    Monday, May 19, 2025



Date: April 3, 2025

To: City Council

From: City Manager Reid

Subject: April 7, 2025 City Council Meeting Agenda Report

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Greetings City Council.

This City Manager report is intended as a guide to the content of agenda items for the April 7, 2025 regular City Council meeting. Items on the agenda will be given additional description here in order to provide City Council and the public additional information to better serve public interest for items and potential comment on those items.

**Work Session (One Hour):** Library Director Doughty and Police Chief Nick Jones will present operational information for the Library Department and the Public Safety Department, respectively. The presentation and discussion with City Council will also include service level planning and budget considerations going into preparation of the 2025-27 City of North Plains budget.

**Executive Session:** Under ORS 192.660 (2)(i), City Council, the City Manager and the City Attorney will discuss a job performance issue in a session closed to the public.

**Resolution:** Resolution No. 2296 would authorize the City Manager to execute a newly-approved wholesale water contract extension with the Joint Water Commission (“JWC”) as managed by the City of Hillsboro on behalf of the JWC. The contract extension continues to provide for a term through 2040, reflects two 5-year autorenewals, and includes both language clean-up and reflects changes to City of North Plain water supply capacity, monitoring, and a handful of other standard provisions.

**Unfinished Business:** A discussion to refine as needed and confirm new City Council Pillars for a new Council Vision that were achieved at the March 16, 2025 City Council retreat. Discussion will include how the Pillars will guide City Council new Budget Priority Parameters.

**New Business:** A discussion to lay out a potential framework for how City Council communicates and works with its advisory Boards & Commissions.



## MINUTES

City Council - Regular Session Meeting  
Monday, March 17, 2025  
Work Session - 6:00 PM  
Business Meeting – 7:00 pm  
Jessie Mays Community Center  
and also via Zoom

**COUNCIL MEMBERS:**

Mayor Ariel Goodwin; Councilors: James Fage, Trista Papen, Aaron Dumbrow, Mandy Hagedorn, Katie Reding, Michele McCall-Wallace

**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, Asst. Planner Rowan Maiorano

**OTHER:**

**1 LOGIN INFORMATION TO ATTEND VIA ZOOM**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83210485716?pwd=Pq3g9iwecTRafKi164K0twEMzRjlas.1>  
Meeting ID: 832 1048 5716  
Passcode: 677419

**Phone in (no internet)**

253-215-8782  
Meeting ID: 832 1048 5716  
Passcode: 677419

**2 WORK SESSION - 6:00 PM**

**Public Works - Dustin Lueckenotte**

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**3 CALL TO ORDER**

**4 PLEDGE OF ALLEGIANCE**

**5 ROLL CALL – Councilor Michele McCall-Wallace excused**

**6 APPROVAL OF MINUTES:**

- a) [Approval of March 3, 2025, City Council Minutes.](#)

*Motion to approve the minutes*

Moved by Councilor Dumbrow. Second by Councilor Papen.  
Motion was approved unanimously.

**7 PUBLIC COMMENT:**

- a) [Larry Gonzales - Public Comment](#)

Larry Gonzales - resident of North Plains

- b) [Sherrie Simmons Public Comment](#)

Sherrie Simmons - resident of North Plains

- c) Linda Galas-Merten, non-resident of North Plains, attended via Zoom representing the North Plains chapter of Strong Towns, made a public comment regarding audits. She cited findings from a 2021 state audit that identified significant deficiencies in the city's financial controls and reporting, and expressed concern about the lack of information on how these deficiencies have been addressed.

**8 PRESENTATION**

- a) [Family Justice Center 2024 Annual Report](#)

Judy Willie, President of the Family Justice Center Board of Directors, and Rachel Schutz, Executive Director, presented the 2024 annual report. Key points included:

- The center opened in 2018 and now has 22 partners providing services.
  - In 2024, they served 7,202 survivors with 11,691 services.
  - They distributed over 22,000 pounds of food and served 1,939 families with clothing and emergency assistance.
  - A new, larger building is being remodeled with plans to move in January 2026.
  - North Plains has contributed \$20,000 over the last four years to support operations.
- Council members expressed appreciation for the center's work and discussed ways to increase awareness of their services in North Plains. The presenters offered to provide materials and training for council members and local organizations.

**9 STAFF REPORTS**

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

Library Director Robin Doughty reported that the blood drive held today had 10 donors. The library supervisor recruitment closed with 26 applications received. She thanked the Family Justice Center for their partnership and noted that their cards are available at the library.

b) **Police Department Monthly Report**

Chief Jones highlighted the onboarding of a volunteer, North Plains resident Yohana Parra, to assist with community engagement efforts. He discussed potential volunteer programs and liability concerns. Mayor Goodwin thanked the deputies for their support with recent traffic control situations.

c) **Public Works Monthly Report**

Public Works Director Dustin Lueckenotte provided updates on recent activities, including leaning and inspection of both city reservoirs, the city's annual water system flushing program, ongoing beaver dam management and efforts to find long-term solutions, continuing work with Swinnerton to address issues at the new facility, upcoming installation of dedicated internet service by Comcast, and coordination with the library on ADA grant improvements. Dustin also discussed budget considerations for the department, including the need for a new water distribution operator and equipment needs. He emphasized the department's staffing challenges compared to other cities of similar size.

d) **Community Development Monthly Report**

Planning Manager Steve Miller reported that all building permits for the Brynhill subdivision have been received, including the multifamily project. He mentioned work on a buildable lands inventory map to highlight available land inside city limits.

e) **Finance Department Monthly Report**

City Manager Bill Reid reported that most operating funds are within budget, with Jesse May's continuing to face challenges balancing affordability with maintenance costs. He addressed earlier comments about audit findings, explaining the city's response process and improvements made to internal controls and staffing. Reid also outlined the upcoming budget process and timeline, emphasizing the importance of following state requirements.

**10 UNFINISHED BUSINESS:**

a) **UGB Re-Look Process Discussion**

The council discussed scheduling a work session with the Planning Commission and representatives from the Department of Land Conservation and Development (DLCD) to address questions about the city's Housing Needs Analysis and the new Oregon Housing Needs Analysis system. They decided to split the discussion into two parts:

- A meeting with the Planning Commission to address their questions and concerns.
- A session with DLCD representatives to provide education and answer questions about the new system and its implications for North Plains.

Questions and discussion ensued.

The council agreed to work on gathering questions from various committees and stakeholders to provide to DLCD in advance of the meeting.

**11 NEW BUSINESS: None**

**12 REPORTS**

a) **Council Reports**

Council members reported on recent committee meetings:

Councilor Dumbrow attended the Economic Development Committee meeting and noted the need for better communication of direction and goals.

Mayor Goodwin watched the Parks Committee meeting online and observed similar communication challenges.

Councilor Papen attended the Planning Commission meeting and reported on discussions about the UGB map, water rights, and zoning concerns.

The council agreed to add an agenda item to the next meeting to discuss improving communication with boards and committees.

b) **City Manager Report**

City Manager Bill Reid went over the tentative Budget Committee meeting schedule for the next two months.

Discussion and questions ensued.

As requested by the council, the topic of local businesses hiring local teens was brought up at the March 5, 2025, Economic Development Commission meeting. The commission discussed the need for more clarity on the specific issue and data to support any potential initiatives. They agreed to include this topic for further discussion in their May meeting.

The Parks Board discussed developing criteria for fee waivers for nonprofit rentals of Jessie Mays Community Center, as requested by the City Council. The board agreed to research different cities and models and bring ideas to the next meeting. They also discussed the current rental fees, deposit requirements, and the need to balance community access with cost recovery.

They also discussed, as requested by the council, the need to specify the number of unexcused absences before recommending removal from the board. They debated various scenarios and considerations, including the difference between excused and unexcused absences, and the importance of participation. The vote was unanimous that any member who misses two meetings in a row without excuses and/or three times in a calendar year without excuses, the board retains the option to begin processes to remove that member from the board.

City Manager Reid then addressed earlier comments made regarding city audits and that nothing has happened with the audits since 2020 or 2021. Mr. Reid said that anytime an audit is done, there are 'findings', and those findings included deficiencies that were read during that public comment this evening. When deficiencies are found in an audit, the State requires, by statute, that the city goes through a process on how it is going to respond to each of those deficiencies, the plan for improving those things, and a commitment for when these things will be completed. Then that plan must be adopted by resolution by the City Council and signed by the Mayor, the City Manager, and the Finance Director. In the case of the audit for FY20, Resolution No. 2225 addresses the deficiencies and submits the action plan on how those



deficiencies will be addressed. For the audit of FY21, Resolution No. 2226 addresses the deficiencies and submits the action plan on how those deficiencies will be addressed. Mr. Reid noted that everything that was put into place in both those action plans are still being implemented today, and because of that, and the fact that we now have employees that have background and experience in public accounting, findings and deficiencies will be much fewer going forward.

c) **Review April 2025 Council Calendar**

**13 ADJOURNMENT: 9:55 pm**

Next City Council meeting is scheduled for Monday, April 7, 2025.

There will be a 6:00 pm Work Session before the 7:00 pm Business Meeting.

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Ariel Goodwin, Mayor

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Lori Lesmeister, City Recorder

Date Approved \_\_\_\_\_

## National Library Week Proclamation 2025

**WHEREAS**, libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can explore new ideas and be drawn to new possibilities;

**WHEREAS**, libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and lifelong learning;

**WHEREAS**, libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals—regardless of background—have the support they need to learn, connect, and thrive;

**WHEREAS**, libraries partner with schools, businesses, and organizations, connecting the dots to maximize resources, increase efficiency, and expand access to essential services, strengthening the entire community;

**WHEREAS**, libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success;

**WHEREAS**, libraries nurture young minds through storytimes, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning that lasts a lifetime;

**WHEREAS**, libraries protect the right to read, think, and explore without censorship, standing as champions of intellectual freedom and free expression;

**WHEREAS**, dedicated librarians and library workers provide welcoming spaces that inspire discovery, collaboration, and creativity for all;

**WHEREAS**, libraries, librarians, and library workers across the country are joining together to celebrate National Library Week under the theme “**Drawn to the Library**”;

**NOW, THEREFORE**, be it resolved that I, Ariel Goodwin, Mayor, proclaim April 6–12, 2025, as National **Library Week**. During this week, I encourage all residents to visit their library, explore its resources, and celebrate all the ways that the library draws us together as a community.



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Ariel Goodwin, Mayor

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Lori Lesmeister, City Recorder



# **PROCLAMATION**

## NATIONAL COMMUNITY DEVELOPMENT WEEK April 21<sup>st</sup> – April 25<sup>th</sup>, 2025

**WHEREAS**, the week of April 21<sup>st</sup> – April 25<sup>th</sup>, 2025 has been designated as National Community Development Week by the National Community Development Association to celebrate the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program; and

**WHEREAS**, the CDBG Program provides annual funding and flexibility to local communities to provide decent, safe and sanitary housing, a suitable living environment and economic opportunities to low-and moderate-income people; and

**WHEREAS**, the HOME Investment Partnerships (HOME) Program provides funding to local communities to create decent, safe, affordable housing opportunities for low-income persons. Nationally, over one million units of affordable housing have been completed using HOME funds; and

**WHEREAS**, over the programs' history, our community has received over \$395,000 in CDBG funds and Washington County as a whole has received a total of \$10,568,056 in CDBG funds and \$8,439,604 in HOME funds over the past five years;

**NOW, THEREFORE BE IT RESOLVED**, that the City of North Plains designates the week of April 21<sup>st</sup> – April 25<sup>th</sup>, 2025, as National Community Development Week in support of these two valuable programs that have made tremendous contributions to the viability of the housing stock, infrastructure, public services, and economic vitality of our community.

**BE IT FURTHER RESOLVED**, that this community urges Congress and the Administration to recognize the outstanding work being done locally and nationally by the Community Development Block Grant Program and the HOME Investment Partnerships Program by supporting increased funding for both programs in FY2025-26.

**PROCLAIMED THIS 7<sup>TH</sup> DAY OF APRIL, 2025.**



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Ariel Goodwin, Mayor

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Lori Lesmeister, City Recorder

## **PROCLAMATION**

### FAIR HOUSING MONTH APRIL 2025

WHEREAS, the year 2025 marks the 57th anniversary of the passage of the Federal Fair Housing Act; Title VIII of the Civil Rights Act of 1968, as amended; and

WHEREAS, this law guarantees that housing throughout the United States should be made available to all community members without regard to race, color, religion, gender, familial status, disability or national origin; and

WHEREAS, Oregon fair housing law guarantees that housing throughout the State of Oregon should be made available to all community members without regard to marital status, sources of income, sexual orientation including gender identity, and survivors of domestic violence; and

WHEREAS, equality of opportunity for all is a fundamental policy of this nation, state and county; and

WHEREAS, barriers which diminish the rights and limit the options of any community member will ultimately diminish the rights of all community members; and

WHEREAS, only with the cooperation, commitment and support from all the residents of North Plains can barriers to the enjoyment of this and the other aspects of equality of opportunity for all be removed

NOW THEREFORE BE IT RESOLVED that North Plains City Council hereby proclaims April 2025 to be FAIR HOUSING MONTH and encourages all community members to support and endorse Fair Housing, reaffirm their commitment to Fair Housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

**PROCLAIMED THIS 7<sup>TH</sup> DAY OF APRIL, 2025.**



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Ariel Goodwin, Mayor

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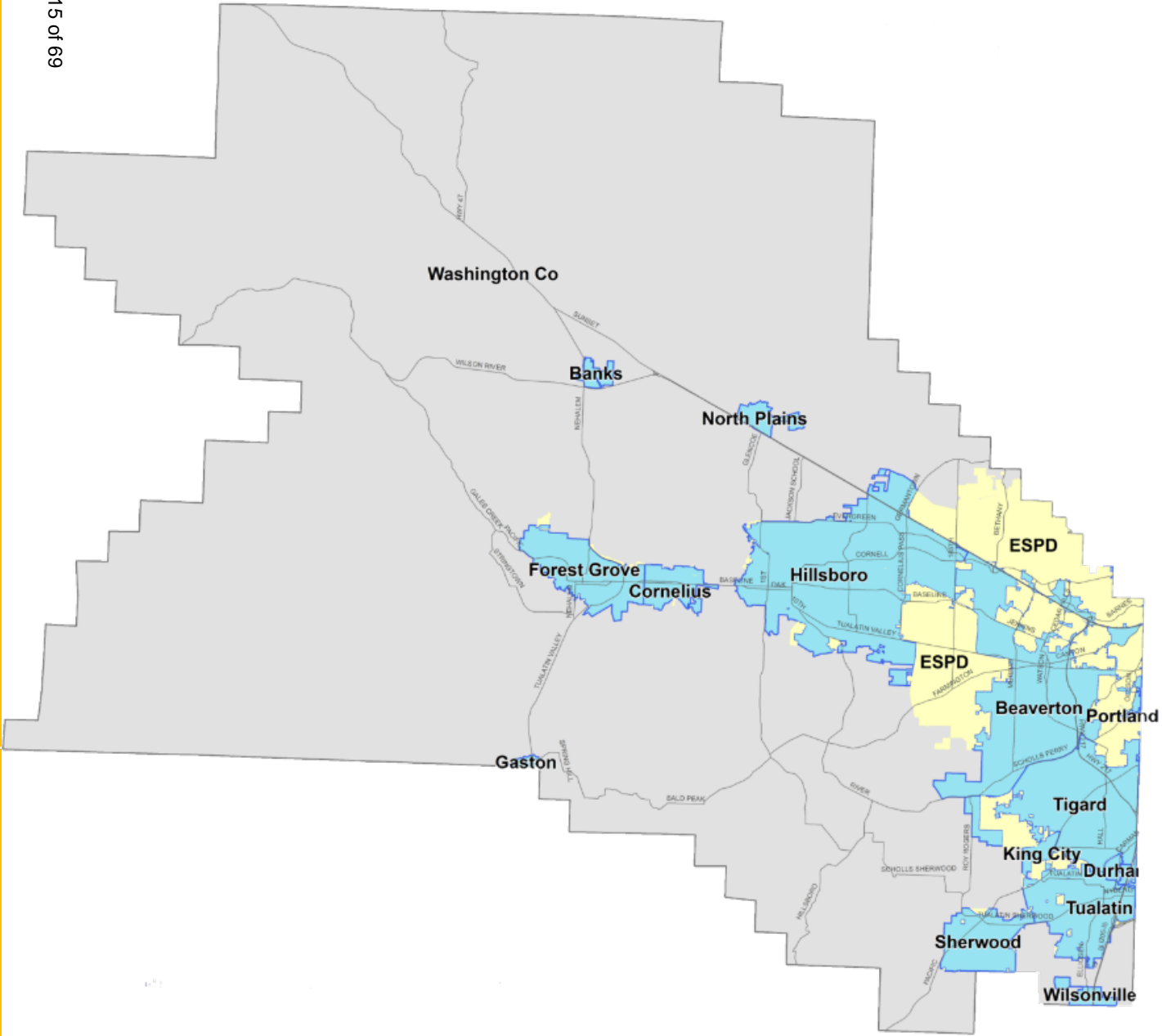
Lori Lesmeister, City Recorder



**Washington County  
Sheriff's Office Updates**  
**North Plains City Council**  
April 7, 2025

# Wherever You Live, We Serve You

Page 15 of 69



- Manage Washington County's only jail
- Provide county-wide services to over 616,000 community members
- Primary first responders for rural, urban unincorporated residents and our municipal contract partners
- Safest major urban county in Oregon



# Mission and Values

The Sheriff is the chief executive officer and conservator of the peace of the county (Oregon Revised Statute 206.010)

**MISSION:** Conserving the peace through values driven services

1. Do your best
2. Do the right thing
3. Treat others the way you want to be treated

**STRATEGIC GOALS:**

1. Strengthen staff relationships, foster professionalism, and build trust.
2. Be accountable in our commitment to our team and community.
3. Be the safest major urban county in Oregon.
4. Provide excellent customer service.
5. Be financially responsible.



**SHERIFF**  
WASHINGTON COUNTY



# Sheriff's Statutory Duties

*913 Oregon statutes mention the Sheriff. The general duties of the Sheriff are set out in ORS chapter 206.*

- Arrest individuals who commit crimes
- Defend the county against those who riot or endanger the public peace or safety
- **Provide security for State and Justice Courts**
- **Search and Rescue**
- **Operate the County Jail**
- **Execute civil process and court orders**
- **Execute all warrants**
- **Process, issue, deny, revoke concealed handgun licenses**
- **Enforce laws on waterways**



**SHERIFF**  
WASHINGTON COUNTY



# 2023 ANNUAL REPORT

WASHINGTON COUNTY SHERIFF'S OFFICE  
COUNTYWIDE SERVICES



WCSOregion.org

# WCSOAnnualReport.com

ANNOUNCING



SCAN ME

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NO MATTER  
WHERE YOU LIVE,  
WE SERVE YOU!



# Managing Washington County's Only Jail

The Washington County jail supports the entire justice system and is a requirement of the Oregon Constitution.

The jail maintains custody of criminal offenders sentenced to a term of incarceration of no more than one year and holds pre-adjudicated individuals the court finds too dangerous for release.

- Jail opened in 1998
- Second smallest jail per 1,000 residents for any county in Oregon
- 572 beds – 388 available beds due to staffing shortage
- 14,093 bookings in 2023



**SHERIFF**  
WASHINGTON COUNTY



## Interagency Teams Improve Countywide Safety

- Certain calls for service or public safety incidents may require an additional response.
- Interagency response teams support healthy outcomes by:
  - Increase potential for peaceful resolution to incidents with high-risk factors.
  - Better meet the needs of those with mental illness
  - Provide expertise needed for complex investigations.
- Respond to calls anywhere in the County and support police functions of all agencies.



## Mental Health Response Team (MHRT)

- **MHRT includes a deputy and a Master's level mental health clinician** paired together.
- As a team, there is more opportunity for problem-solving on scene; minimizing the risk of a situation escalating; help those in crisis get medical attention, often instead of being taken to jail.
- Partnership with Behavioral Health and Lifeworks NW
- After 10 years of serving the County, MHRT grew from four to eight teams.
  - Hillsboro, Beaverton, Tualatin/Tigard/Sherwood, TriMet





## Westside Interagency Narcotics (WIN)

- WIN assisted Homeland Security Investigations (HSI) in the **seizure of 1.4 metric tons of liquid heroin**
- Opioid distribution wide reaching, dangerous, and increasing
- Exposure risks for investigators
- Narcan deployment
- Neighborhood impact
  - Elementary School Resource Officer assisted two children who were not in a safe environment related to Fentanyl



# Interagency Teams Improve Countywide Safety

Multi-agency teams respond together to all high-risk public safety issues

- **Tactical Negotiations Team (TNT)** - conserves public safety during hazardous situations where conventional police tactics or equipment may be inadequate
- **Crisis Negotiation Unit (CNU)** – creates peaceful solutions by establishing rapport with person or persons in crisis
- **Remote Operated Vehicle Team (ROVT)** – utilizes advanced technology to assist during high-risk law enforcement operations
- **Incident Management Team (IMT)** – establishes command and control structure



# Looking Forward

- Jail Capacity Study
- Facility Updates
- Public Safety Levy – November 2025







**THANK YOU**



**SHERIFF**  
WASHINGTON COUNTY



Date: April 2, 2025  
To: City Council  
From: Public Works Director Dustin Lueckenotte  
Subject: JWC Water Supply Agreement Update and Approval

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**Request:**

Adopt Resolution **2296** and approve the updated JWC Water Supply Agreement.

**Summary**

The City and JWC have updated their water supply agreement to replace the 2020 version. While the structure and service expectations remain largely the same, the new agreement includes clearer language, updates to reflect current infrastructure, and improvements to administrative and operational coordination. The JWC Board will formally adopt the agreement following City Council approval.

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**Key Changes from the 2020 Agreement**

- Term (Section 19): Structurally revised - still runs through 2040 with wording to reflect two automatic 5-year renewals (instead of three).
  - Water Supply Obligation (Section 2): Clarifies the City will purchase all *non-emergency* municipal water from JWC. This leaves flexibility for emergency use of other sources without a financial obligation to JWC.
  - Storage Capacity (Section 5): Now reflects City's current 3.0 MG storage system.
  - SCADA Operations (Section 6 & 11b): Adds detail on how the City's SCADA system is used to manage off-peak filling and reduce demand during JWC peak hours.
  - Curtailment (Section 7): Requires the City to adopt a curtailment plan within one year to align with JWC restrictions during shortages.
  - New Connections (Section 16): Clarifies that JWC must approve any new connections over 2 inches or outside City limits. Adds a 1-year expiration for unused approvals.
  - Notices (Section 20): Allows email as an official method of notice.
- 

**Recommendation**

Staff recommends approval of the updated JWC-North Plains Water Supply Agreement. The agreement secures long-term access to regional water supply, ensures alignment with City planning documents, and reflects operational improvements made since the last agreement.

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**Sample Motion**

I move to approve Resolution No. 2296 to update the Water Supply Agreement between the City of North Plains and the Joint Water Commission, and to authorize the City Manager to execute the agreement.

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**Attachments:**

1. Resolution **No. 2296**
2. JWC Water Supply Agreement Update (DRAFT)

**RESOLUTION NO. 2296**

**A RESOLUTION OF THE CITY OF NORTH PLAINS, OREGON, APPROVING A WATER SUPPLY AGREEMENT BETWEEN THE CITY AND THE JOINT WATER COMMISSION (JWC)**

**WHEREAS**, the City of North Plains receives its primary municipal water supply from the Joint Water Commission (JWC); and

**WHEREAS**, the existing 2020 agreement between the City and JWC is due for renewal and updates to reflect current infrastructure, operational needs, and administrative improvements; and

**WHEREAS**, the proposed 2025 Water Supply Agreement maintains the City’s long-term water access through 2040, while clarifying responsibilities related to water delivery, storage capacity, system development charges, and water conservation obligations; and

**WHEREAS**, the new agreement allows for administrative efficiencies, including digital communication and refined approval requirements for new connections;

**NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Plains that:**

1. The Water Supply Agreement between the City of North Plains and the Joint Water Commission, substantially in the form presented, is hereby approved.
2. The City Manager is authorized to execute the agreement and take any necessary steps to carry out the intent of the agreement.
3. This resolution shall take effect immediately upon adoption.

**INTRODUCED AND ADOPTED** this 7th day of April, 2025.

**CITY OF NORTH PLAINS, OREGON**

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Ariel Goodwin, Mayor

ATTEST:

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Lori Lesmeister, City Recorder

## **WATER SUPPLY AGREEMENT**

THIS AGREEMENT (“**AGREEMENT**”) is entered into by and between the JOINT WATER COMMISSION (“**JWC**”), an Oregon intergovernmental entity, and the CITY OF NORTH PLAINS, OREGON (“**City**”), an Oregon municipal corporation. JWC and the City are referred to individually as a “party,” and collectively as the “parties”.

### **RECITALS**

A. The City supplies its retail customers, which are all located within the City’s corporate limits and which area is described in the attached Exhibit A, with potable water for residential, commercial, fire suppression, and all other uses typical to the operation of a municipality (“municipal water”).

B. JWC is willing to supply municipal water to the City to meet its municipal water supply requirements to the extent possible with the supplies and sources developed and available to JWC.

C. The City wishes to purchase municipal water from JWC to meet the municipal water supply requirements of the City’s retail customers.

D. JWC and the City wish to make definite the terms and conditions under which JWC will supply municipal water to the City and confirm the same through the execution of a formal written agreement.

### **AGREEMENT**

In consideration of their mutual promises, covenants and undertakings, JWC and the City agree that (1) JWC will furnish municipal water to the City in order that the City may provide municipal water service to its current and future retail customers located within the City’s corporate limits, and (2) the City will purchase all of such non-emergency municipal water from JWC subject to the following terms and conditions:

- 1) Exercising Authority. Each party has authority to enter into this Agreement under ORS Chapter 190. This Agreement has been authorized by the JWC and the North Plains City Council.

- 2) Obligation to Purchase. The City will purchase all of its non-emergency municipal water supply from JWC, but will also continue to maintain its wells for backup.
- 3) Obligations to Supply Water. The City will maintain a Water Master Plan, consistent with state requirements, which includes projections on population growth, number and types of customer connections, and municipal water demand. The City will deliver to JWC a copy of its current Water Master Plan prior to signing this Agreement, and a copy of any amended version upon the City's adoption of any updates to its Water Master Plan. JWC will supply municipal water to the City consistent with the need identified in the City's Water Master Plan projections. JWC's delivery obligations will increase in accordance with the City's needs outlined in its Water Master Plan, beginning with a maximum volume of 1.2 mgd and increasing to 2.5 mgd by 2035, which may be delivered at a maximum flow rate of 1,550 gallons per minute. Incremental increases are anticipated to be as follows:

2025:	Maximum Daily Demand – 1.5 mgd
2030:	Maximum Daily Demand – 2.0 mgd
2035:	Maximum Daily Demand – 2.5 mgd

- 4) Obligation to Monitor Consumption. The City will receive all of its non-emergency municipal water supply through a JWC master meter located near the City's connection point to the JWC system ("master meter"). The master meter will be owned and operated by the JWC, and will be available for inspection by JWC at all times. Annual verification of meter performance will be performed to ensure operational integrity. Verification Report(s) will be made available to the City upon request. JWC will pay all costs associated with the annual verification. Any repair or replacement of the master meter will be made by the JWC, and those costs will be billed to the City.
- 5) Storage of Supply Water.
- (a) The City will provide and maintain, at its own expense, water storage tanks and/or other back-up water supply systems (such as the City's existing groundwater wells) as described in the City's *September 2019 Water System Master Plan Update*. The City currently owns and operates two storage reservoirs which possess a total storage capacity of approximately 3.0 MG.

(b) The parties agree it is a best management practice to maintain a three-day average demand in storage. The City shall maintain and operate capacity within its water supply system to hold three average winter days demand (from JWC) and/or the ability to utilize a secondary water source, such as the City's existing groundwater supply.

6) Required Equipment.

(a) The City will operate and maintain, at its own expense, all pipes, pumps, and storage tanks necessary to maintain sufficient capacity to serve the City's municipal water supply needs during periods of low pressure in the JWC transmission main.

(b) The City shall operate and maintain a cross-connection program according to the Oregon Administrative Rules (OARs). If OARs are not followed, the City will provide, install and test annually at its expense, a doublecheck valve in its transmission line to prevent water backflow into JWC'S transmission line. The backflow device will be located immediately downstream of the master meter.

(c) The City will install and maintain within its water supply system in accordance with standard industry practice, and at its sole expense, any pressure management devices that may be required to reduce or avoid high pressure increases within its water mains that may result upon the delivery of JWC water from JWC transmission lines. The City will not stage or store materials or construct and/or install municipal water facilities of any kind on JWC property without the prior written approval of JWC.

(d) The City will install and maintain its own Supervisory Control and Data Acquisition (SCADA) system, and will work with the JWC to provide remote access to daily total demand and flow data.

7) Curtailment Measures. The City and its retail customers are subject to the same water use regulations, water conservation practices and curtailment measures as are imposed upon JWC members under the most recently approved *JWC Water Management and Conservation Plan*, and *JWC Curtailment Plan*. In the event of extreme water shortage in the JWC system, JWC will notify the City of this condition

and the City agrees to adopt immediately the same or similar conservation or curtailment measures as are imposed on JWC members. JWC will notify the City when curtailment measures are necessary and when those measures can be rescinded. Within a year of signing this agreement, the City will develop its own curtailment plan designed to ensure compliance with any water conservation or curtailment measures imposed by JWC members on their customers and provide a copy to the JWC. If the City fails to take immediate action to adopt and enforce curtailment measures after direction to do so by JWC, JWC may reduce the volume of water provided to the City to a level consistent with the JWC curtailment direction.

8) Conservation Program. The City will establish a conservation program as recommended by its consultant in their *September 2019 Water System Master Plan Update*. JWC is willing to share copies of its members' water use regulations, water conservation practices and curtailment measures with the City.

9) Water Supply Rates.

(a) JWC agrees that it will sell and the City agrees that it will buy water at a rate to be fixed annually by the JWC. The rate is subject to annual review and adjustment between the parties upon either party providing written notice of its intention to (i) review rates, or (ii) perform a rate study, at or before July 31 of any calendar year. Any re-adjusted rate, based on a rate study or review, is effective no sooner than 60 days after the JWC Board passes a new rate resolution. On years when no rate review or study is performed, rate adjustments will be made in accordance with the most current Wholesale Rate Resolution in effect.

(b) The rates will be based on the estimated costs of maintaining and operating the JWC water supply system, including, without limitation, the costs of any extensions and improvements, depreciation of the facilities utilized for service to the City, and payment of debt and payment of a reasonable rate of return on investment.

(c) A copy of the most current rate study in effect will be provided to the City for their reference, and the City will be invited to provide feedback over the course of any rate study. The parties agree that the methodology used to calculate water charges for water sold to the City is intended to be based on industry-standard

cost-of-service principles, such as those presented by the American Water Works Association (AWWA) in its Manual of Water Supply Practices M1, Principles of Water Rates, Fees and Charges, Seventh Edition, Denver: 2017, or the most current publication.

- (d) Notwithstanding the annual rate review and adjustment process, if JWC must purchase water from other sources because its sources are inadequate to supply the demands of JWC members and wholesale customers, and the cost of the purchased water is greater than the rate then in effect for the City's purchases from JWC, then the monthly bill to the City for each such month will include the increased cost of the water purchased from other sources and supplied to the City, along with any additional costs incurred (such as wheeling charges) to provide water from an emergency source.

10) Compliance with Laws. The City will comply with all local, regional, state and federal agency regulations pertaining to water systems of its size and kind, including, but not limited to, requisite sampling to assure compliance with any applicable Federal requirements for testing and water quality.

11) Operation and Maintenance of System.

- (a) The City will improve, operate and maintain its water distribution system in such a manner as to minimize losses, leakage and overuse of water, and promptly repair any ruptures, breaks, or significant leaks in the pipes, pump stations, storage tanks, or other parts of the system which cause loss of water. The City will also adopt and comply with the requirements of the JWC Operations Manual. When applicable, a copy of any updated Operations Manual will be timely provided to the City once adopted by the JWC Board.
- (b) The City has installed a SCADA system that will enable the City to more efficiently and timely manage flows to the City's vault located at 314th Ave., and its Reservoir Pump Station 1 (1MG) and Reservoir Pump Station 2 (1MG) to minimize future fluctuations in demand placed on the JWC water treatment and transmission facilities. The SCADA system will provide a level of flow control that will allow the City to fill its reservoirs during off-peak demand (late afternoon/early evening) which will greatly reduce the City's demand for JWC water during the later evening period of peak demand.



12) Payment of Charges. The City will be billed by JWC monthly for the water provided under this Agreement. The bill will show the billing period, volume of water supplied, total costs and any surcharges. The City agrees to pay the charges to JWC within 30 days after the billing is received. If payment is not made within this 30 day period, JWC will provide the City with written notice of non-payment and may begin charging interest at the State Investment Pool Rate in effect at that time. In addition, JWC may shut off the water supply to the City if, after 10 days from written notice of non-payment, the charges remain unpaid and JWC has given the City a 30-day notice of contract termination. If the City files a written notice of dispute with JWC over the amount of the charges within 10 days after a written notice of non-payment is given to the City, JWC will not cut off or interrupt water service to the City, or charge interest for non-payment of disputed amount while such dispute is under consideration, mediation or litigation under Section 11 of this Agreement. If, after consideration, mediation, or litigation, some amount is determined to be owed by the City, then JWC may charge interest on that amount retroactively to thirty 30 days after it was originally due.

13) Dispute Resolution and Remedies.

- (a) Unless there is an extension of time by mutual consent in writing, the failure or unreasonable delay by either party to substantially perform any term or provision of this Agreement constitutes a default. In the event of an alleged default of this Agreement (other than non-payment of charges), the party alleging such default will give the other party not less than 30 days' notice in writing specifying the nature of the alleged default and the manner in which the default may be cured satisfactorily. During this 30-day period, the party charged will not be in default for purposes of termination or instituting legal proceedings.
- (b) After notice and expiration of the 30-day period, or after the second written notice within a consecutive 12-month period for non-payment of charges, the party alleging breach may, at its option, give 30-days written notice to the defaulting party that this Agreement will be terminated.
- (c) In addition to any other rights or remedies, either party may institute legal action to cure, correct or remedy any default, to enforce any term of this Agreement or enjoin any threatened or attempted default.

14) System Development Charges. For new connections to the City’s water system, the City will be charged a system development charge by JWC. These system development charges are payable to JWC each calendar quarter by the payment date set out in Section 12. Each quarterly payment must be accompanied by a report giving a list of the location, size, type and date of each water connection sold during that calendar quarter. Interest, commencing on the due date, will be charged at the State Investment Pool Rate on unpaid system development charges. System development charges are set by the JWC Board per Resolution. JWC will notify the City of any changes to these charges.

15) Reporting Requirements. Prior to signing this Agreement, the City will deliver to JWC an updated written report listing all of its existing customers, including meter size and address. Each calendar quarter, the City will submit a written report to JWC of all new water meters connected to the City system during that calendar quarter, and the number of unconnected pre-sold service connections, if any. The report will certify the number, size and location by address of each new meter, which is physically connected to its distribution system during that calendar quarter. Such reports will cover the following periods and be submitted by the following dates:

<b>Time Period:</b>	<b>Statement/Payment Due By:</b>
July 1 through September 30	October 31
October 1 through December 31	January 31
January 1 through March 30	April 30
April 1 through June 30	July 31

16) New Connections. The City will obtain JWC’s prior written approval of any new connections to the City’s system that exceed two inches (2”) in diameter. Such approval may be given or withheld in JWC’s sole discretion. A request for any such connection will include a description of the nature of the use for which the connection is needed, and the approximate flow rate and annual demand anticipated. Each such connection request must be accompanied by a statement from the City’s engineer that the proposed connection is consistent with the City’s current Water Master Plan and that adequate pressure and volume are available at the proposed point of connection to meet applicable service standards. The City

agrees that no connections will be made outside of its corporate limits without prior JWC approval and required land use approvals. JWC's approval of new connections outside of the City's corporate limits will be valid for one year, otherwise the approval will be voided if the approved connection is not made, and the system development charges that have been paid to JWC for the voided connections will be refunded to the City. The City will notify JWC of voided connections as part of the applicable quarterly report.

17) Limitation on Liabilities.

(a) Notwithstanding any other provision of this Agreement, the parties agree that JWC will not be liable for breach of this Agreement, or damages, or both, including damages resulting from fire, if JWC is unable to provide water to the City due to inadequate water supply availability despite availability projections made by JWC in the reasonable exercise of its professional judgment, or if JWC is unable to provide water to the City by reason of interruptions in JWC's water system due to breakdowns, emergency shut-off, or due to any reason other than interruptions caused by the intentional misconduct or gross negligence of JWC, its agents and employees. The City will indemnify and hold JWC, its elected and appointed officials, employees, agents and volunteers harmless from any losses or damages (including but not limited to consequential damages) arising out of or resulting from JWC's inability to provide water to the City.

(b) The City will indemnify and hold JWC, its elected and appointed officials, employees, agents and volunteers harmless from any losses or damages (including but not limited to consequential damages) arising out of or resulting from any connection made by the City. The City will indemnify and hold JWC, its elected and appointed officials, employees, agents and volunteers harmless from any losses or damages (including but not limited to consequential damages) arising out of or resulting from any complaint or demand for service to any connection permitted by the City, for which the then-available water supply or pressure was inadequate, or which JWC has not approved in advance, if such approval is required under Section 16.

18) No Third-Party Beneficiaries. JWC and the City are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this

Agreement gives any benefit or right, whether directly or indirectly, to third persons, including the City's retail customers.

19) Duration of Agreement. This Agreement will remain in effect until January 1, 2030 (the "initial period") provided this Agreement will automatically be renewed for two successive five-year renewal periods, unless either party gives the other party written notice of intent to negotiate or terminate this contract at least 90 days prior to expiration of the initial period or any renewal period. If the City secures an independent water source prior to contract expiration, JWC will consider a re-negotiation of the existing contract that could include termination.

20) Notice to Parties. Written notices and correspondence under this Agreement may be sent by e-mail and/or postage prepaid first-class mail addressed as set forth below, and, if so sent via email on a weekday, such shall be deemed received the same day (excepting federal holidays), and if sent via US Mail, such shall be deemed received three days after deposited in the United States Mail. Written notices and correspondence transmitted in any other manner are deemed given when actually delivered to the other party. Either party to this Agreement may change its address by notice to the other party in the manner provided above.

Notice to the City will be addressed via email or US Mail as follows:

North Plains City Manager  
City of North Plains  
31360 NW Commercial St.  
North Plains, OR 97133-7101  
citymanager@northplains.gov

Notice to JWC will be addressed as follows:

JWC General Manager  
c/o City of Hillsboro  
150 E Main Street  
Hillsboro, OR 97123-4028  
Water-Department @hillsboro-oregon.gov

21) Enforced Delay; Extension of Time of Performance. Performance by either party will not be in default where delay is due to insurrection, strikes, walkouts, riots, floods,

drought, earthquakes, fires, casualties, acts of God, contamination of water supply, governmental restrictions imposed or mandated by governmental entities other than JWC, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within reasonable control of a party.

22) Applicable Law; Venue; Attorney Fees.

(a) The laws of the State of Oregon apply to this Agreement should either party bring any legal action under this Agreement or to enforce any provision.

(b) Any action that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the circuit court of Washington County for the State of Oregon. If the action must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. By executing this Agreement, the parties hereby consent to the jurisdiction of said courts.

(c) The prevailing party is entitled to reasonable attorney fees and court costs fixed by the court. Attorney fees include attorney fees on any appeal and in any bankruptcy proceeding. A party entitled to attorney fees is entitled to all other reasonable costs for investigating the action, taking depositions and discovery, and all other necessary costs incurred in the litigation. All of these accrue on commencement of such action and are enforceable whether or not the action is pursued to a final judgement.

23) Recordkeeping. The parties will maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles consistently applied. In addition, the parties will maintain any other records pertinent to this Agreement to clearly document the party's performance. All such fiscal records, books, documents, papers, plans, and writings will be retained by the parties and kept accessible for a minimum of four years following final payment and termination of this Agreement, or until the conclusion of any audit or litigation related to this Agreement, and in all cases in accordance with any applicable public records retention schedules.

24) Access to Records. The City agrees that JWC and its authorized representatives will have access at reasonable times to all books, documents, papers and records of the

City, which are directly related to the Agreement, for the purpose of making any audit, examination, copies, excerpts and transcripts.

25) Severability. The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

26) Assignment. This Agreement may not be assigned by either party, without the prior written approval of the other party, which approval shall be in the non-assigning party's sole discretion.

27) Other Necessary Acts. Each party will execute and deliver to the other all documents reasonably necessary to carry out this Agreement. The parties will separately contract on compensation for any services provided by one party to the other as a result of this Agreement.

28) Nonwaiver. Failure by either party, at any time, to require performance by the other party of any provision does not affect the first party's rights to enforce the same provision. A waiver by either party of default will not be a waiver of any succeeding default.

**IT IS SO AGREED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.**

**City of North Plains:**

**Joint Water Commission:**

By \_\_\_\_\_  
City Manager

By \_\_\_\_\_  
General Manager

ATTEST:

ATTEST:

By \_\_\_\_\_  
City Recorder

By \_\_\_\_\_  
JWC Recorder

# City Council Vision Discussion Summary Report March 2025

Provided By:  
Steve Rymer



# Public Session Retreat Attendees

The 2025 City Council Retreat was held on March 16, 2025, at the Jessie Mays Community Center. The agenda for the day included Council training in the morning session and a public session in the afternoon. Those in attendance for the public session where the City Council discussed its high-level vision and a Government 101 presentation from the City Attorney included:

- Ariel Goodwin, Mayor
- Aaron Dumbrow, Council President
- James Fage, Councilor
- Mandy Hagedorn, Councilor
- Michele McCall-Wallace, Councilor
- Trista Papen, Councilor
- Katie Reding, Councilor
- Bill Reid, City Manager
- Ashley Driscoll, City Attorney
- Robin Doughty, Library Director
- Nick Jones, Police Chief
- Lori Lesmeister, City Recorder
- Dustin Lueckenotte, Public Works Director
- Steve Rymer, Facilitator





To start the retreat, the following quote was shared and was applicable to both the training and visioning portions of the day's agenda.

The group was encouraged as North Plains' leaders to chart the course forward recognizing there has been significant change on the City Council and a new City Manager.

The pessimist complains about the wind;

The optimist waits for it to change;

The leader adjusts the sail.

-William Arthur Ward

# What Does A Successful Day Look Like?

Also, at the beginning of the retreat, the City Council was asked “What does a successful day look like?” The following thoughts were shared:

- Learn at least one new thing
- Familiarity and trust built
- Alignment
- Clear, actionable output (underscored)
- “We”
- Finding value in the session
- Cohesiveness between the City Council and with the professional team

It was emphasized early on by Steve Rymer that he believed the retreat was the start of a conversation to build trusting relationships and guide the community with a shared vision for the future.

# Keys to Our Success

Steve Rymer proposed the following six principles to guide their conversations throughout the day. This included both during the training and visioning portions of the retreat.



Be **present** and invest your full attention.



**Listen** to learn and understand each others' thoughts and perspectives.



Actively **participate** in the day's conversation.



Be **curious** about new ideas and what may be possible.



Be **honest** with and **respectful** of each other.

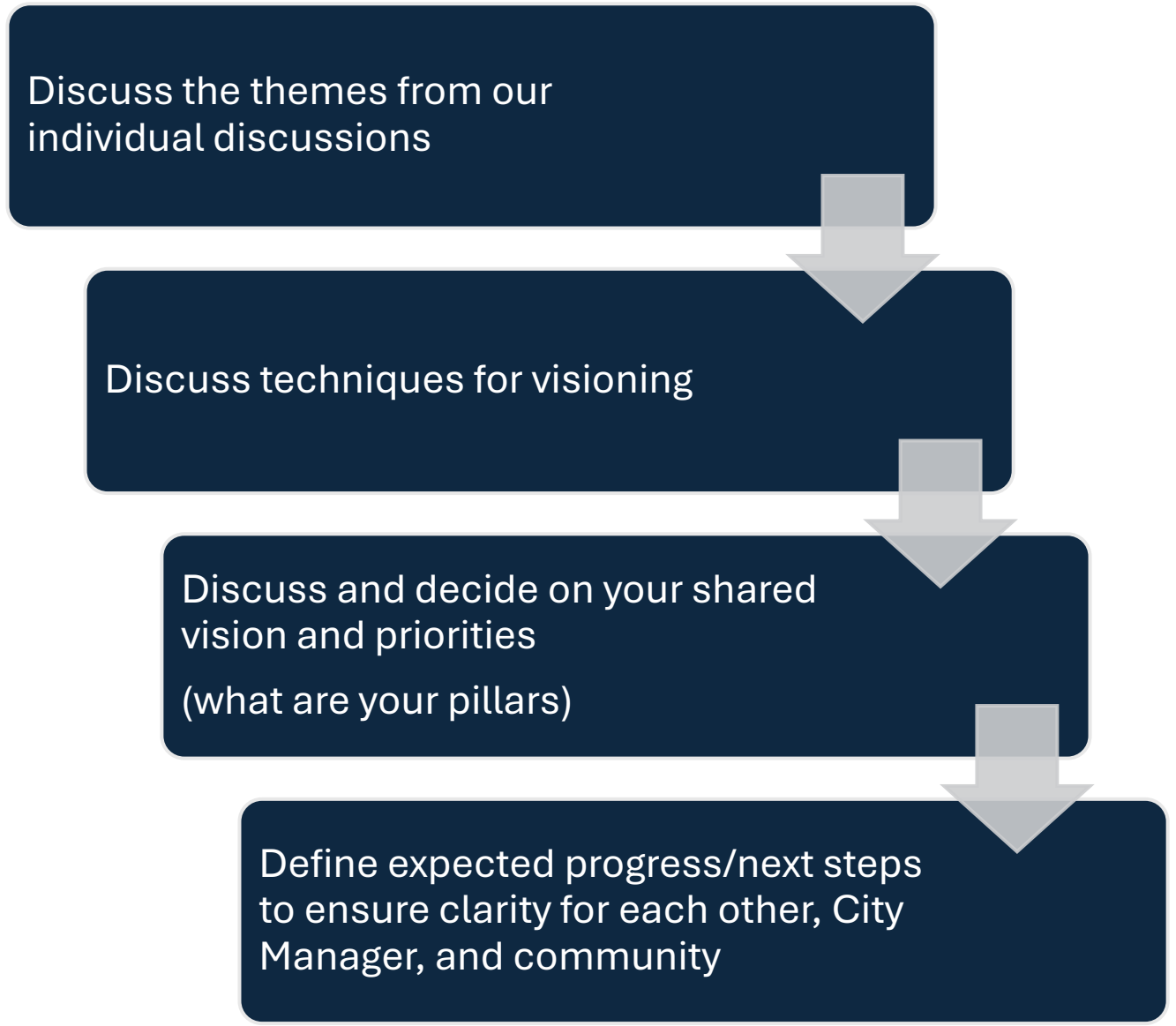


Have **fun** working together.

# Council Visioning



The City Council's visioning process included these steps



# Conversation Themes



Prior to the retreat, Steve Rymer had the opportunity to speak with the Mayor and a majority of the Councilors. The purpose of the discussions was to hear their individual expectations for the retreat with their elected colleagues and professional leadership team.

During the retreat, the following conversation themes slides were shared and discussed as a starting point for the visioning session. No individual comments were specifically shared as the conversations were intended to be confidential.

# Conversation Themes



- **Build trusting relationships is a top priority**
  - Among Council
  - Individual members with City Manager
  - With professional team
- **Become one team**
  - Create a positive and sustainable culture
  - Support the professional team so they are successful
  - Embrace the word “we”
  - Honest and timely communication is a cornerstone
  - Hold yourself and each other accountable

# Conversation Themes

- **Develop and articulate a clear, cohesive vision as one Council**
  - Focus on high level direction, not small things
  - Everyone has good ideas to share
  - Listen and be curious
  - Sense of urgency so Council, professional team, committees, and community are aware





# Conversation Themes



- **Engage, communicate, and listen to community**
  - All of you are committed to serving the community
  - Want what is best for your community
  - Important to engage a broad cross section of community
  
  - What are best practices?
  - Do we have capacity to enhance what we are doing?
  - What are the community's priorities?
  - Can we increase volunteerism?

# Conversation Themes



- Clarify, discuss, and understand roles, responsibilities, processes, and procedures
- Discuss and gain a comprehensive understanding of the budget and City finances
  - Provide budget direction
  - Ongoing so Council well informed
- Review and discuss foundational documents to ensure aligned with vision and direction
- Define what growth looks like in North Plains
- **Today is the start of your conversation**

# Visioning Techniques



Steve Rymer shared the following slides as techniques for the City Council to consider while developing a shared vision and budget priorities.

The purpose of the visioning session was to determine the City Council’s “pillars” that provide direction and inform how the City will move forward. The high-level guidance is important for the City Council, professional team, boards/committees, and the community so there is a common understanding of the City Council’s vision and direction. This is especially true for North Plains as there is a new Mayor and four of the six Councilors are new.

As North Plains policy makers, the common denominator in each of the examples was to focus on what matters most. This includes remaining at a high level to determine the “what” rather than focusing on the “how.”

# Priorities

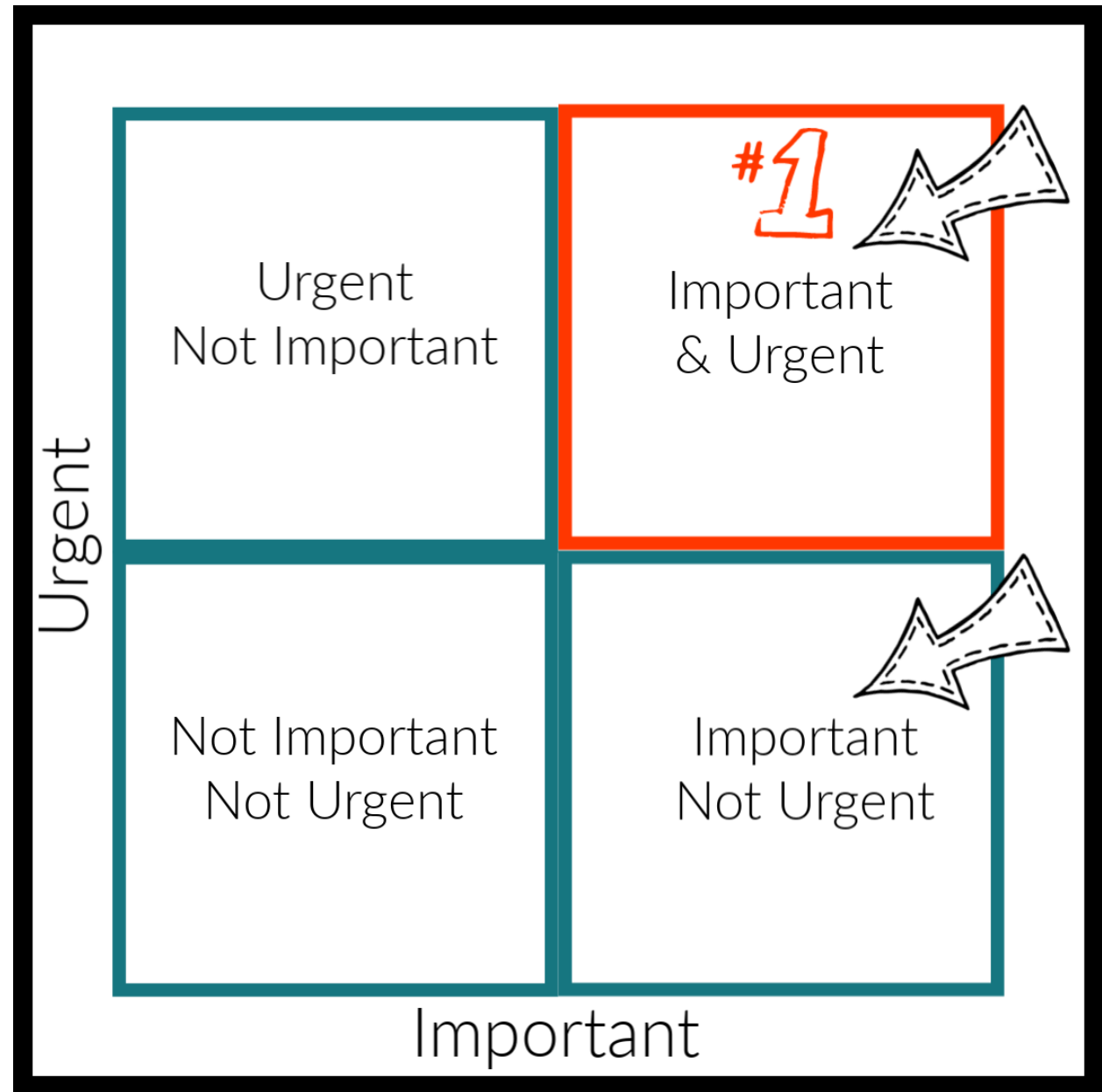


**When you have too many  
top priorities, you effectively  
have no top priorities.**

Stephen R. Covey

quotezany

# What Matters Most?



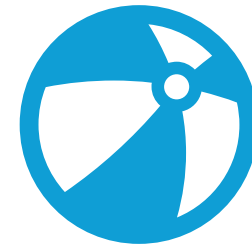
# Rocks, Pebbles, Sand



**Rocks**  
Priorities



**Pebbles**  
Important



**Sand**  
Small things

# Prioritize What Matters Most



Small Things First



Priorities First

# Agree on “What” Before the “How”



VISION/PRIORITIES



STRATEGIES



ACTIONS



# What are North Plains' Pillars?



# North Plains Community



The next step in the visioning process was initiated by asking the City Council “what makes North Plains a great place?” Individual members shared their thoughts and clarifying questions were asked.

- Small and walkable
- Our people, they show up for each other
- Many ways to get involved
- Safe and family friendly
- Take care of underserved community members
- Low taxes
- Limitless potential
- Surrounding open space and farmland
- Central location for commuting and access to mountains, beach, and much more
- Affordable
- Great parks and library
- Has become more diverse
- People are motivated for change

# Visioning Process and Agreed On Pillars

After discussing what makes North Plains a great place, Steve Rymer read the current vision statement directly from North Plains' Comprehensive Plan.

## NORTH PLAINS VISION STATEMENT

In the year 2035, residents of North Plains enjoy a safe and welcoming community as a livable place for people of all ages. North Plains is an independent community within Washington County that maintains a small town character while accommodating current and future residents. Citizen participation is strong and community members can see the results of their involvement. Community gathering places and events form the heart of North Plains.

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# Visioning Process and Pillars

The City Council then invested time sharing thoughts on their respective visions for North Plains. During the process, their ideas were shared, clarified, and discussed as a group. The individual thoughts are shared on the following two slides.

As part of its conversation, the Council also engaged with the respective City teammates about their perspectives, service delivery capacity, City finances, and other related department and budget information.

From the Council’s collaborative discussion, Councilor McCall-Wallace synthesized the points shared by individualized members into the agreed upon pillars (see note on “Next Steps” slide about City Council adopting its pillars):

## **City Council Pillars**

- Independent city with high livability
- Vibrant, small-town feel
- Inclusive, connected community
- Strong, supported, and sustainable economy
- Excellent stewardship

# Vision Comments



As mentioned, the Mayor and each Councilor shared individual thoughts on North Plains' future. The following are the comments shared that shaped the pillars and are being provided for future reference.

- Control how we grow
- How do we incrementally grow?
- Leadership to plan ahead
- Opportunities for involvement
- Keep expenses down
- Vibrant, small-town charm
- Community, culture, collaboration
- Innovation (think outside the box)
- Service optimized for enhanced livability
- Sustainability and natural resources
- Inclusive community (support for all)
- Everything anchored in community
- Services to bring people together
- Consistently excellent communication
- Maintain affordability
- Increase walkability and access for families and pets
- Be responsive and take action on simple, good ideas
- Keep pedestrians, cyclists, and homes safe
- Growing in a sustainable, measured, sensible, fiscally responsible way that directly benefits the community and provide services

# Vision Comments

- Economic opportunities within city
- City services appropriately defined and funded
- Small-town, independent lifestyle
- Semi self sufficient (not part of Metro)
- Diverse committees and boards with term limits
- Small, tight growth plan community agrees with
- More police and public works staff
- Team feels valued
- Safe streets and sidewalks
- Increase volunteerism
- Hold Town Halls
- Distinct downtown and commercial areas
- Ban data centers that strain/drain natural resources and provide little jobs



- More business development
- More balanced tax base
- Better zoning to protect city
- Farmers market, grocery store, etc
- Community feels heard
- More internet/communications provided
- Secure water, roads, and buildings (community resiliency)
- Safe streets and traffic
- Enhanced livability that is economically supported and sustainable
- Welcoming and connected community
- City and city (community) working together positively and creatively for North Plains' future
- Consider the larger ecosystem (unincorporated county, tourism, farms, etc.)

# Budget Priorities

Due to the time invested on discussing their vision, the City Council only briefly discussed its budget priorities.

It was agreed that the City Manager would include a budget priorities discussion on an upcoming City Council meeting agenda.

# Government 101

City Attorney Ashley Driscoll provided comprehensive information, both high-level and in detail, for the City Council to discuss and understand as they fulfill their collective and individual responsibilities as North Plains' elected leaders. The discussion topics that were explained and discussed include the following.

- Form of Government
  - Charter
  - Municipal Code
  - Council Rules
- Types of decisions

Due to the time of day, it was decided to discuss government ethics at a future date.



# Next Steps

Next steps that were discussed are as follows:

- Steve Rymer will provide a high-level, summary report in slide deck format for the City Council, City Manager, and professional team.
  - The report is intended to be information considered by the City Council when adopting its vision pillars.
  - The City Council can adopt the vision pillars as presented or revise accordingly.
- Steve Rymer also agreed to share various documents that were referenced during the retreat as examples.
- The City Manager will schedule a City Council agenda item as a follow-up to discuss budget priorities.
- The City Attorney will present government ethics at a future date.

# 2025 City Council Meeting Calendar Schedule Dates in

RED are meetings on Tuesdays



	<u>Items/Presentations</u>	<u>Resolutions</u>	<u>Ordinances &amp; Public Hearing</u>	<u>1st Reading</u>	<u>2nd Reading</u>	<u>Work Session</u>	<u>Notes</u>	<u>URA</u>
<b>1/6</b>	Swearing in new elects. Elect Council President for '25						Executive Session	
<b>*1/15</b>	Special Meeting & Exec Session							
<b>1/21</b>	Staff Reports	Update bank signers - Heritage				City Operating Budget Review		
<b>2/3</b>	UGB Re-Look Discussion Attorney Contract Discussion, City Council Voting Rules	Parks Board bylaws				FEMA Biop	Executive Session	Elect Chair & Vice
<b>2/18</b>	Staff Reports	Parks Board bylaws; Library Supervisor; TGM Grant Application				TGM Grant Development Code		NPFB
<b>3/3</b>		Library Board Seat				UGB RAC		
<b>3/17</b>	County Family Justice Center; Staff Reports					Public Works		
<b>4/7</b>	Sheriff Massey; New Business Budget Priorities, Committees Communication	Council Pillars; Water contract extension; Community Development Week; April Fair Housing Month; National Library Week				Library/Public Safety	Executive Session: City Manage	
<b>4/21</b>	Staff Reports					Public Works/Comms		
<b>5/5</b>						Team Agreement		
<b>5/19</b>	Staff Reports							
<b>6/2</b>		Budget adoption, tax levied, shared revenues resolutions						
<b>6/16</b>	Staff Reports	Fee Schedule adoption						
<b>7/7</b>								
<b>7/21</b>	Staff Reports							
<b>8/4</b>								
<b>8/18</b>	Staff Reports							
<b>9/2</b>								
<b>9/15</b>	Staff Reports							
<b>10/6</b>								
<b>10/20</b>	Staff Reports							
<b>11/3</b>								
<b>11/17</b>	Staff Reports							
<b>12/1</b>								
<b>12/15</b>	Staff Reports							

# April 2025

<b><u>MEETING</u></b>	<b><u>PRIMARY</u></b>	<b><u>ALTERNATE</u></b>	<b><u>NOTE</u></b>	<b><u>DATE</u></b>
Economic Development Commission	<b><i>McCall-Wallace</i></b>		1st Wednesday of the month at 6:00 pm	4/2
City Council			1st Monday of the month at 7:00 pm	4/7
Planning Commission	<b><i>Papen</i></b>		2nd Wednesday at 6:00 pm	4/9
Washington County Office of Community Development Policy	<b><i>Papen</i></b>	<b><i>McCall-Wallace</i></b>	2nd Thursday 7:00pm	4/10
Parks & Rec Board	<b><i>Fage</i></b>		2nd Monday at 6:00 pm	4/14
Washington County Coordinating Committee (WCCC)	<b><i>Goodwin</i></b>	<b><i>Fage</i></b>	2nd Monday at 12:00 noon	4/14
Library Board	<b><i>Dumbrow</i></b>		3rd Wednesday at 6:00pm	4/16
City Council			2nd Monday of the month at 7:00 pm	4/21
Metro Policy Advisory Committee (MPAC)	<b><i>Goodwin</i></b>	<b><i>Dumbrow</i></b>	4th Wednesday at 5:00pm	4/23
Metropolitan Area Communcations Commission (MACC)			Usually Fridays 3-4 times a year - No dates set for 2025	TBD

2025 City Council Meeting Calendar Schedule							
<b>2025 City Council Meeting Dates-7:00 p.m.</b>							
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					
<b>2025 Schedule for Board and Commission Meetings</b>							
1st Wednesday 6:00 pm	Economic Development	2nd Monday 6:00 pm	Parks & Recreation Board	2nd Wednesday 7:00 pm	Planning Commission	3rd Wednesday 6:00 pm	Library Board
no meeting	<b>Cancelled</b>	1/13	<b>McCall-Wallace</b>	1/8	<b>Fage</b>	1/15	<b>Reding</b>
2/5	<b>Hagedorn</b>	2/10	<b>Papen</b>	2/12	<b>Dumbrow</b>	2/19	<b>Fage</b>
3/5	<b>Fage</b>	3/10	<b>Reding</b>	3/12	<b>Reding</b>	3/19	<b>Hagedorn</b>
4/2	<b>McCall-Wallace</b>	4/14	<b>Fage</b>	4/9	<b>Papen</b>	4/16	<b>Dumbrow</b>
5/7	<b>Dumbrow</b>	5/12	<b>Reding</b>	5/14	<b>McCall-Wallace</b>	5/21	<b>Goodwin</b>
6/4	<b>Reding</b>	6/9	<b>Hagedorn</b>	6/11	<b>Goodwin</b>	6/18	<b>Papen</b>
7/2	<b>Papen</b>	7/14	<b>Goodwin</b>	7/9	<b>Dumbrow</b>	7/16	<b>McCall-Wallace</b>
8/6	<b>Goodwin</b>	8/11	<b>McCall-Wallace</b>	8/13	<b>Hagedorn</b>	8/20	<b>Reding</b>
9/3	<b>Fage</b>	9/8	<b>Dumbrow</b>	9/10	<b>Goodwin</b>	9/17	<b>Hagedorn</b>
10/1	<b>Hagedorn</b>	10/13	<b>Papen</b>	10/8	<b>McCall-Wallace</b>	10/15	<b>Fage</b>
11/5	<b>McCall-Wallace</b>	11/10	<b>Reding</b>	11/12	<b>Fage</b>	11/19	<b>Goodwin</b>
12/3	<b>Dumbrow</b>	12/8	<b>Hagedorn</b>	12/10	<b>Reding</b>	12/17	<b>Papen</b>
6-8 mtgs each							
<b>DUMBROW</b>	<b>6</b>						
<b>FAGE</b>	<b>7</b>						
<b>GOODWIN</b>	<b>7</b>						
<b>HAGEDORN</b>	<b>7</b>						
<b>McCall-Wallace</b>	<b>7</b>						
<b>PAPEN</b>	<b>6</b>						
<b>REDING</b>	<b>7</b>						

## 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	<i>Dumbrow</i>	<i>Hagedorn</i>
Metro Policy Advisory Committee (MPAC) Meet 2 <sup>nd</sup> & 4 <sup>th</sup> Wednesday of each month 5:00-7:00pm at Metro Council Chambers in Portland	<i>Goodwin</i>	<i>Dumbrow</i>
Washington County Coordinating Committee (WCCC) - City Mayors are representatives on Committee Meet 2 <sup>nd</sup> Monday of each month in Beaverton 12:00-1:30pm	<i>Goodwin</i>	<i>Dumbrow</i>
Washington County Office of Community Development: Policy Advisory Board Meet 2 <sup>nd</sup> Thurs of each month 7:00-9:00pm Various locations throughout Washington County	<i>Papen</i>	<i>McCall-Wallace</i>