

CITY OF SILVERTON
CITY COUNCIL SPECIAL MEETING MINUTES – GOAL SETTING

Silverton Community Center – Council Chambers – 421 South Water St.

February 6, 2019, 6:30 p.m. or immediately following the Urban Renewal Agency meeting

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Palmer called the meeting to order at 7:37 p.m.

Present	Absent	
X	_____	Mayor Kyle Palmer
X	_____	Council President Jason Freilinger
X	_____	Jim Sears
X	_____	Matt Plummer
X	_____	Dana Smith
X	_____	Laurie Carter
_____	Excused	Crystal Neideigh

Staff Present:

City Manager, Christy Wurster and Assistant to the City Manager/City Clerk, Angela Speier

II. DISCUSSION/ACTION ITEMS

2.1 Fiscal Year 2019-2020 Goal Setting – Sean O’Day, Mid-Willamette Valley Council of Governments

The Council reviewed the mission and vision statements and there were no changes made. The City Council reviewed the FY 2018-2019 goals and objectives and updated them as noted in Attachment 1.

Goal 1

The Council decided to keep this goal and objective as is.

Goal 2

Council decided to remove all objectives under this goal except for 2.4 and 2.6. The majority of these objectives are items that City Council has committed to doing long term, such as holding Town Halls and publishing quarterly newsletters. Discussion ensued about making the website more user friendly and using social media to include videos tours of public facilities and educational materials. The goal language was amended to identify new means and methods for public outreach, communication and participation.

Goal 3

Council decided to add sustainable and resilient into the goal language.

Objective 3.1

Mayor Palmer indicated that the years need to be changed to three and eight and Council removed the items that have been completed. A bullet point was added to enhance the website to keep residents

informed about the progress and solicit ideas for redevelopment. Councilor Smith indicated the need for more visual graphics along with the timeline that has been posted on the website.

Objective 3.2

The Council agreed to keep the language as is.

Objective 3.3

Councilor Smith asked about including a Parks SDC analysis in this objective as well. City Manager Christy Wurster indicated that staff would like to update the Parks Master Plan before an analysis takes place and the Parks Master Plan would only get updated if the City decides not to pursue a Parks and Recreation District. The Council agreed to keep the language as is.

Objective 3.4

Councilor Freiling asked if this would be a good place to add language about the City taking over Western Avenue from Marion County. City Manager Wurster explained that she is not an advocate of taking additional streets into the city limits even when they are fully improved and brought up to City standard. It adds one more street to the inventory that the City has to maintain. She said that she would like to reach out to the Public Works Director at Marion County who is in the process of hiring new staff and revisit the area with them. In addition, she would like to show the video that was shown to City Council regarding the excessive speeding. She would like to see if the County will make a funding commitment prior to the City taking the road over. Council was agreeable to that approach, but will revisit the need to take over jurisdiction of the street if the discussion with Marion County is not fruitful. There are also safety concerns on James Street now that the Middle School has opened. The language was amended to include safety and prioritize safe routes to schools.

Objective 3.5

Councilor Plummer asked why this objective is on the list still and prioritized above other areas in Silverton. Council discussed that the previous plan was too expensive, but that something more reasonable should get done. In addition, Rotary committed to helping on this project, but would like to see the plan scaled down. The Council agreed to keep the language as is.

Objective 3.6

Councilor Sears indicated that some of the signage is not updated. This is on the list to create awareness that there are safety issues related to signage including reflectivity and the need for bigger lettering.

Objective 3.7

This objective was completed and removed from the list.

Objective 3.8

This objective was included in the additional language added in 3.4 and was removed from the list.

Objective 3.9 (now Objective 3.7)

Councilor Sears noted that Council has discussed the intersection at McClaine, Westfield, and C Street and suggested adding language to evaluate and re-engineer that intersection in this objective.

Objective 3.10 (now Objective 3.8)

City Manager Wurster explained that the original design did not take into account the need to acquire right of way and so ODOT is now over budget on the project. Another expense is related to ADA improvements needed at every intersection. Thus only half of the project can be completed (to Pioneer Drive) within the current budget. In addition, the sidewalks and bike paths might get downgraded to multiuse paths. Staff is hoping to reschedule the project manager on the March agenda to provide Council with an update on the project. Council decided to leave this objective on the list as is.

Objective 3.11 (now Objective 3.9)

Council replaced the word begin with evaluate.

Objective 3.12 (now Objective 3.10)

The language was amended in order to be clearer regarding where the project needs to take place. Councilor Sears explained that the road is falling apart and this specific section needs resurfacing or reconstruction. City Manager Wurster explained that there are a number of other street projects on the goal list and indicated that the McClaine project is only partially funded at this point. Councilor Sears indicated a minimum two inch overlay should occur in that section.

Objective 3.13 (now Objective 3.11)

Councilor Sears indicated that he would like to see a coordinated effort in the analysis for all utilities in the area. He said that there was talk about doing storm drainage, because there are a lot of open ditches, but it makes sense to look at everything at the same time. City Manager Wurster said that this project has been assigned to the new engineer.

Objective 3.14 (now Objective 3.12)

Councilor Carter said that she would like to see a similar visioning process used for the Pettit Property that was conducted for Eugene Field, but cost should be considered in the process. The objective was modified to include this language.

Objective 3.15 (now Objective 3.13)

The Council agreed to keep the language as is.

Objective 3.16 (now Objective 3.14)

City Manager Wurster explained that Community Development Director Jason Gottgetreu would like to amend the urban growth boundary (UGB) to include that property. Council decided that this project is not a priority for this fiscal year, but would like to keep it on the list.

Objective 3.17 (now Objective 3.15)

The Council agreed to keep the language as is. Staff indicated that a draft RFP has been completed for the housing needs analysis.

Objective 3.18

Councilor Sears indicated that this project is being addressed in the Transportation System Plan (TSP). Thus it can be removed from this list.

Objective 3.19 (now Objective 3.16)

The Council agreed to keep the language as is.

Objective 3.20 (now Objective 3.17)

The Council agreed to keep the language as is.

Objective 3.21

City Manager Wurster explained that \$50,000 was included in this line item for FY 2018-19 for a larger sidewalk project and/or matching funds for a Safe Routes to School grant. The City was unsuccessful with the Safe Routes to School grant, thus the money is still in this fund. She said that \$5,000 has been spent, because there has been a greater interest in the 50-50 sidewalk program. Council decided to remove this goal from the list, but to include a line item in the budget for Safe Routes to School.

Councilor Carter proposed adding an objective to accomplish projects at the Oregon Garden. The first project would be a walking path from the Pavilion to the Visitors Center, because currently there is not a safe route for pedestrians to get to the garden from that area. Secondly, she would like to see the City study the feasibility of adding an additional reservoir on the property east of the garden which needs to be cleaned up and the blackberries removed. Lastly, she would also like to see the dredging of the upper ponds completed next fiscal year. City Manager Wurster explained that \$25,000 was budgeted for the dredging project this fiscal year and an additional \$25,000 will be budgeted for next fiscal year. She said that Steve Starner, Water Quality Division Supervisor would like to expand Cell B which would allow an expansion of the irrigation. Council recently adopted the Oregon Garden Foundation Capital Improvement

Plan (CIP) which includes repair and replacement of the grand staircase. Council should decide how they would like to support the capital projects in the Foundation's CIP. The City does have an obligation to maintain its property at the garden. Discussion ensued about these projects being more tactical in nature and it was decided not to add it as an objective.

Goal 4

Council decided to keep the goal language as is.

Objective 4.1

Councilor Smith recommended to add the following language to the objective: including exploring public-private partnerships at Westfield and Eugene Field properties. Council felt that it is too early to determine what will be included on the Eugene Field site since the public outreach is still ongoing, but was okay with keeping affordable housing options open for the Westfield property.

Objective 4.2

Two of the three items have been completed and Council decided to leave pursuing a smoke-free downtown area as an objective.

Objective 4.3

This objective was removed from the list.

Objective 4.4 (now Objective 4.3)

Councilor Carter proposed adding language to the objective for Council to consider measures to protect white oaks and significant heritage trees within city limits. Councilor Smith recommended adding language in the objective to ensure that landscaping requirements in new developments are being met and to examine changes in the current landscape development standards. The objective was amended to include those suggestions.

Objective 4.5 (now Objective 4.4)

The Council agreed to keep the language as is.

Objective 4.6 (now Objective 4.5)

Council decided to add state agencies and the URA as organizations to partner with to enhance the beautification of the City's gateways. Councilor Sears reminded Council that this goal was to clean-up the existing entryway signs. Mayor Palmer recommended removing the word entry to make it broader.

Objective 4.7 (now Objective 4.6)

The Council agreed to keep the language as is.

New Objective 4.7

Councilor Smith recommended adding an objective to update the parks master plan to include other park/recreational amenities. Council discussed the current partnership with the school district and how to make improvements to the facility use program.

New Objective 4.8

Councilor Smith recommended adding an objective to update the public works standards and the development code with long-term environmental impacts in mind.

New Objective 4.9

City Manager Wurster asked to add an objective to explore the expansion of transit service in Silverton. The City will have additional funds available to accomplish this through the statewide transit tax.

Goal 5

Council decided to keep the goal language as is.

Objective 5.1

The long-range financial plan has been complete and Council removed this item from the list.

Objective 5.2 (now Objective 5.1)

The Council agreed to keep the language as is.

Objective 5.3 (now Objective 5.2)

The Council agreed to keep the language as is.

Objective 5.4 (now Objective 5.3)

The Council agreed to keep the language as is.

Objective 5.4

Council discussed the need to develop a funding plan and timeline for the replacement of water treatment plant #1 as the next step after the Silver Creek Raw Water Line replacement occurs. This item has been added as an objective for FY 2019-20.

Councilor Sears asked about the possibility of purchasing the vacant piece of land next to Eugene Field. This could be accomplished by selling other property owned by the City. City Manager Wurster said that staff is planning to hold a Work Session with Council to review the properties currently owned by the City and which ones could possibly be added to the surplus list. Council said that staff should look into the possibility of purchasing that lot, but not add it to the goal list.

III. COUNCIL COMMUNICATIONS

There were no Council communications.

IV. ADJOURNMENT

Councilor Freilinger made a motion to adjourn the meeting and Mayor Palmer adjourned the meeting at 9:54 p.m.

Respectfully submitted by:

/s/Angela Speier, Assistant to the City Manager/City Clerk

Attachment 1 to February 6, 2019 Draft Minutes



CITY OF SILVERTON
~~2019-2020 2018-2019~~ CITY COUNCIL GOALS
Adopted April 1, 2019~~April 2, 2018~~

Mission Statement

To provide exceptional public service that ensures safety, maintains infrastructure, preserves our unique heritage, and protects natural resources while proactively pursuing emerging opportunities to enhance our quality of life.

Vision Statement – Vision for Silverton in 2035

We envision a Silverton that honors its history, traditions and heritage, embraces diversity, encouraging thoughtful change while celebrating our past, present and future. Our future Silverton is a connected community with broad citizen engagement, a clear vision for the future, and a detailed plan of action to achieve it. We envision a Silverton with a strong economy and viable, locally owned businesses, carefully balancing economic growth with our continued small-town livability, quality of life and affordability. Our Silverton is guided by a comprehensive plan for our future growth, with strong leadership, meaningful public involvement, informed decisions, and agreement on our community’s key directions. We envision a Silverton that meets the basic needs of all of its residents, including quality jobs, affordable housing, accessible health care, and community safety. Education in our Silverton is a top priority for the entire community, providing our students with the best start in life, driving our community’s progress, and shaping its future.

GOAL 1: Develop a 10-year Strategic Plan			
	Objective	Time Frame	Progress Details (updated quarterly)
1.1	Develop a 10-year Strategic Plan that encompasses the following elements: mission, vision, organizational values, significant issues and challenges facing the organization, goals and objectives, and actions and/or strategies. (Note: This goal is important to the City Council, but not time urgent. Council wants to minimize the cost of completion of the strategic plan.)	FY 2018- 19 <u>2019-20</u> if time allows	•

Goal 2: Improve and expand <u>Identify new means and methods for</u> public outreach, communication and participation			
	Objective	Time Frame	Progress Details (updated quarterly)
2.1	Provide regular updates from the Mayor including city newsletter articles, State of City message, weekly coffee with the Mayor, Chamber business meetings, etc.	FY 2018-19	•
2.2	Quarterly city newsletter	FY 2018-19	•
2.3	Quarterly community partners meetings to discuss issues of mutual concern	FY 2018-19	•
2.14	Update city website <u>to make more searchable and user friendly</u> and provide an increased social media presence <u>including use of videos to educate the public on city services and processes.</u>	FY 2018-19 <u>2019-20</u>	•
2.5	Provide presentations to service clubs, civic groups and partners	FY 2018-19	•
2.26	Reconvene Citizen Involvement Committee to make recommendations on the formation and support of neighborhood associations	FY 2018-19 <u>2019-20</u>	•
2.7	Hold at least two Town Hall Meetings (July and December)	FY 2018-19	•
2.8	Explore opportunity to include camera on the City's website	FY 2018-19	•
2.9	Explore feasibility of creating and supporting a Youth Advisory Council	FY 2018-19	•

Goal 3: Maintain and improve infrastructure and facilities for current and future citizens in an efficient, sustainable, and resilient manner

(Note: “Efficient manner” includes correct construction sequencing)

	Objective	Time Frame	Progress Details (updated quarterly)
3.1	<p>Continue planning for and build new Police Station within four (4) <u>three (3)</u> years, with plans to incorporate City Hall within nine (9) <u>eight (8)</u> years to include:</p> <ul style="list-style-type: none"> • Determine future use with public input of facility (if it remains) or raze • Develop construction funding plan • Conduct hazardous material abatement • Conduct facility needs assessment for civic center/city hall • Consider economy of scale by developing both facilities at the same time vs separate construction • Hire architectural firm to create conceptual ideas up to and including final full scale all-encompassing civic building with interconnection and design • <u>Develop Master Plan (City Hall/Police Station/Park)</u> • <u>Enhance section on website to inform public of progress (to include photos and graphics) and solicit ideas for redevelopment</u> 	FY 2018-19 <u>2019-20</u>	•
3.2	Finalize the updated Transportation Master Plan and begin implementation	FY 2018-19 <u>2019-20</u>	•
3.3	Perform SDC analysis for transportation, water, waste water and storm water and related rate studies as appropriate	FY 2018-19 <u>2019-20</u>	•
3.4	Identify funding strategies and implement the development of infrastructure (sidewalks, bike paths, street lights, and stormwater, and <u>speed calming devices</u>) to provide <u>facilitate</u> infill, <u>improve safety</u> , and connectivity between developed areas generally, <u>with priority to safe</u>	FY 2018-19 <u>2019-20</u>	•

	<u>routes to school corridors.</u>		
3.5	Complete Old Mill Park improvements	FY 2018-19 <u>2019-20</u>	•
3.6	Update street signage in compliance with MUTCD requirements	FY 2018-19 <u>2019-20</u>	•
3.7	Install 100% radio read water meters within two (2) years	FY 2018-19	•
3.8	All major residential areas to be connected for safe travel (streetlights, sidewalks, and bike lanes/paths) to schools and downtown	FY 2018-19	•
3. 7 <u>9</u>	Reconstruct McClaine Street <u>and evaluate re-engineering of the intersection of McClaine and Westfield/C Street.</u>	FY 2018-19 / 2019-20	•
3.8 <u>10</u>	Improve streetscape and multi-modal connections to South Water Street	FY 2019-20	•
3. 9 <u>11</u>	<u>Begin-Evaluate</u> recommended pool facility improvements, including a slope stability study of the adjacent stream bank.	FY 2018-19 <u>2019-20</u>	•
3. 10 <u>12</u>	Improve <u>pavement condition of</u> Second Street between-from the railroad tracks to wards Jefferson Street	FY 2018-19 <u>2019-20</u>	•
3. 11 <u>13</u>	Use the Northside Addition as a focus area to create a model to assess overall improvements needed, create a cost analysis, provide funding options to move forward and use that model in other areas of Silverton	Begin FY 2018-19 <u>2019-20</u>	•
3. 12 <u>14</u>	Begin public process <u>Conduct public visioning process taking cost into account</u> for determining future use of Pettit Property	Begin FY 2018-19 <u>2019-2020</u>	•
3. 13 <u>15</u>	Assist the URA in developing the scope of the redevelopment of the Westfield property, including possible use as affordable housing and/or assisted living	FY 2018-19 <u>2019-20</u>	•
3. 14 <u>16</u>	<u>Amend urban growth boundary and develop</u> Master Plan for the Ike	FY 2018-	•

	Mooney Property(Park and Fire Substation)	19 2019- 20 /2020-21	
3.1517	Begin housing needs analysis and evaluate other comprehensive plan elements needing amendment.	FY 2018- 19 2019-20	•
3.18	Consider land acquisition to connect Anderson Drive pedestrian pathway.	FY 2018-19	•
3.1619	Evaluate the structural condition of the Abiqua Dam and fish ladder and develop CIP for improvements (WTP)	FY 2018- 19 2019-20	•
3.1720	Work with the Army Corps of Engineers to develop a plan to restore storage capacity at the Silverton Reservoir	FY 2018- 19 2019-20	•
3.21	Identify a city-funded sidewalk infill project with a specified funding source	FY 2018-19	•

Goal 4: Implement policies and programs to maintain safety and quality of life			
	Objective	Time Frame	Progress Details (updated quarterly)
4.1	Further develop and implement strategies for affordable housing <u>(including exploring public-private partnerships at Westfield).</u>	FY 2018- 19 2019-20	•
4.2	Consider ordinances setting out: (1) smoke-free downtown area, (2) ban on plastic shopping bags, and (3) ban on food grade Styrofoam. Work with solid waste franchisee to implement commercial composting program.	FY 2018- 19 2019-20	•
4.3	Continue emergency preparedness outreach	FY 2018-19	•
4.34	Examine means and methods for increasing street trees in areas that lack them; <u>Develop methods to follow up on compliance with existing landscape development standards in new developments; existing landscape development standards and consider measures to protect white oaks and heritage trees in the city limits.</u>	FY 2018- 19 2019-20	•
4.45	Study ways with community partners to implement sustainable energy program to lesson carbon footprint and achieve energy sustainability goals	FY 2018- 19 2019-20	•

4.56	In partnership with community organizations, <u>state agencies, and the Urban Renewal Agency</u> , evaluate ways to enhance beautification of city's <u>entry gateways</u> .	FY 2018- 19 2019-20	•
4.67	Explore ways to increase high speed data options in the city by removing barriers to entry in the city code for installation of high speed wired or wireless data networks	FY 2018- 19 2019-20	•
4.7	<u>Update parks master plan to include adding other park/recreational amenities.</u>	<u>FY 2019-20</u>	<u>•</u>
4.8	<u>Update public works standards and development code with long-term environmental impacts in mind.</u>	<u>FY 2019-20</u>	<u>•</u>
4.9	<u>Explore the geographic expansion of transit service</u>	<u>FY 2019-20</u>	<u>•</u>

Goal 5: Provide efficient and fiscally sound municipal services			
	Objective	Time Frame	Progress Details (updated quarterly)
5.1	Update long-range financial plan	FY 2018-19	•
5.12	Assess the practicality and feasibility of establishing a Parks and Recreation District	FY 2018- 19 2019-20	•
5.23	Determine strategy to repay the Sewer SDC Fund for purchase of the remaining portion of the Pettit property	FY 2018- 19 2019-20	•
5.34	Aggressively pursue funding opportunities for large scale water improvement projects (Silver Creek Raw Water Line, Water Treatment Plant upgrade and 2 MG West-side Reservoir)	FY 2018- 19 2019-20	•
5.4	<u>Develop funding plan and timeline for replacement of water treatment plant #1</u>	<u>FY 2019-20</u>	<u>•</u>