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**CITY OF MILTON-FREEWATER GOVERNING BODY**

Verl Pressnall At Large, Position 1  
Steve Irving At Large, Position 2  
Edwin E. Chesnut At Large, Position 3

Lewis S. Key Mayor  
Orrin Lyon (CL President) Ward 1  
Bradley J. Humbert Ward 2  
Jose Garcia Ward 3

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**CITY OF MILTON-FREEWATER  
CITY COUNCIL MINUTES****March 11, 2019**

The Council of the City of Milton-Freewater met Monday, March 11, 2019 at 7:00 p.m. in the Albee Room of the Library, 8 SW 8<sup>th</sup> Avenue, Milton-Freewater, Oregon.

The following City Council members were present: Mayor Lewis Key, Councilors Orrin Lyon, Verl Pressnall, Jose Garcia and Steve Irving.

Councilors Ed Chesnut and Brad Humbert were absent.

Staff members present were: City Manager Linda Hall, City Recorder Leanne Steadman, Police Chief Doug Boedigheimer, Public Works Superintendent Brian Steadman, City Planner Laurel Sweeney, Public Works Utility Worker Nathan Lyon, Police Sergeant Joe Shurtz, Police Officer James Farr and Police Officer/BENT Detective Jesse Myer.

Citizens and guests present were: John Dodd, Al Richardson, Barry Weis, Patricia Magnaghi, Gerald Hardy, Jim Devore, Wes Kocklich, Bev Kralman, Alexis Davis, Kylee Birdwell, Paul Seaquist, RoseAnn Humbert, Andy Millar, Rick Jackson, Carl Farber, Christine Boedigheimer and Mike Onstott.

Representing the news media was Sherrie Widmer of the Valley Herald.

**CONSENT CALENDAR ITEMS:**

The consent calendar items consisted of:

- Council Minutes from February 11, 2019
- Executive Session Minutes from February 11, 2019
- Accounts payables from February 6, 2019 through February 19, 2019
- Accounts payables from February 20, 2019 through March 5, 2019
- Resolution No. 2386, Amending the Aquatic Center Pay Plan Due to Oregon State Minimum Wage Increase

Councilor Pressnall motioned to adopt the consent calendar items. Councilor Lyon seconded the motion which passed unanimously.

**PRESENTATION ITEMS:****MAYOR'S PROCLAMATION – AMERICAN LEGION CENTENNIAL DAY, MARCH 19, 2019**

Mayor Lewis Key read a proclamation which recognized the Milton-Freewater American Legion Post 24 and he proclaimed March 19, 2019 as “American Legion Centennial Day.”

Al Richardson of the Milton-Freewater American Legion Post 24 stated he appreciated the Mayor’s Proclamation and the support of the community.

### **INTRODUCTION OF THE PIONEER POSSE COURT FOR 2019**

Pioneer Posse Court Advisor Beth Kralman stated she and Tina Parsons will be the advisors for the 2019 Milton-Freewater Pioneer Posse Court. She then introduced Queen Kylee Birdwell and Princess Alexis Davis. Each girl gave some background on themselves and the activities they are involved in. They presented the council with a picture and thanked them for their support.

### **UPDATE FROM BLUE MOUNTAIN ENFORCEMENT NARCOTICS TEAM (BENT)**

BENT Sergeant Rick Jackson, Sergeant Karl Farber and Detective Jesse Myers were present representing BENT. Sergeant Jackson gave some background on BENT. BENT primarily operates in Eastern Oregon with focus on Umatilla and Morrow Counties. Currently, there are representatives from Pendleton Police Department, Oregon State Police, Umatilla County Sheriff's Office, Morrow County Sheriff's Office, Milton-Freewater Police Department, Umatilla Tribal Police Department and Hermiston Police Department. They each gave some details of some recent activity in the Umatilla County area including Milton-Freewater. Detective Myers presented some statistics for Milton-Freewater.

A discussion ensued regarding the street value of some of the drugs that have been seized.

### **BUSINESS ITEMS:**

#### **PUBLIC HEARING AND ORDINANCE NO. 989, ANNEXATION OF 41.29 ACRES LOCATED SOUTH OF KEY BLVD, BETWEEN HWY 11 AND BASKET MOUNTAIN ROAD**

Mayor Lewis Key publically disclosed he has a financial interest in the subject property up for consideration of being annexed so he physically moved from the council dais to the audience seating and turned the meeting over to Council President Orrin Lyon to preside over this issue.

Council President Orrin Lyon continued the meeting and asked City Manager Hall to please read the public hearing rules and regulations. At which time Manager Hall summarized the rules for a public hearing held for the purpose of considering comments from the public regarding a proposal to annex a 41.288 acre parcel located at the south terminus of Key Boulevard between Hwy 11 and Basket Mountain Road, and withdrawal of the same parcel from the Umatilla County Radio and Data District and amend the Umatilla County Sheriff's Law Enforcement District. The subject property's Comprehensive Plan Map shall be Commercial and Residential and the Zoning Map Designation shall be Business Park (BP) and Residential Mixed Use (R-M) as shown on the City's Comprehensive Plan and Zoning Maps. She then explained failure to raise an issue with sufficient directness to afford the decision maker and the parties an opportunity to respond to the issue will prohibit an appeal to LUBA on that issue.

No member of the Council declared ex parte contact and no audience member challenged any Councilor's right to participate in the hearing.

City Recorder Leanne Steadman reported notice of the hearing had been published according to law. She stated there were three written letters received in her office. The first letter was dated March 1, 2019 from Patricia Magnaghi, 83015 Steen Road; the letter indicated she was opposed to the annexation. The second letter was dated March 2, 2019 from John Dodd, 82971 Steen Road; the letter indicated he was opposed to the annexation. The third letter was an email dated March 11, 2019 from Bob Waldher, Director of Umatilla County Department of Land Use Planning, the email indicated they were not opposed to the annexation as they did not have a comment.

The Council President then asked City Planner Laurel Sweeney to please present the staff report.

At which time Ms. Sweeney presented the staff report which is incorporated below.

**CITY COUNCIL  
STAFF REPORT  
March 11, 2019**

**ISSUE:** Public Hearing on City Council initiated annexation proceedings and corresponding Comprehensive Plan and Zoning Map designation assignments.

**SITE DESCRIPTION:** The subject property consists of 41.29 acres generally located at the south terminus of Key Boulevard between Hwy 11 and Basket Mountain Road. The subject parcel is within the City's Urban Growth Boundary (UGB) and is contiguous to current existing city limits. (see attached map)

**BACKGROUND:** The Council initiated annexation proceedings on the subject property on February 11, 2019. With a multi-million dollar public investment for infrastructure over the last several years, this property is well posed for development.

**APPLICABLE STATE LAW PROVISIONS**

ORS 222.120(1), (2), (3) and (4)(b)

**COMPREHENSIVE PLAN PROVISIONS**

Comprehensive Plan Goals 3, 9, 10 and 11

Comprehensive Plan Goal 14 Urbanization/Annexation Policy

**JOINT MANAGEMENT AGREEMENT PROVISIONS**

IV. Referred Application/Situation

**STATE LAW APPLICATIONS**

"ORS 222.120 — PROCEDURE WITHOUT ELECTION BY CITY ELECTORS; HEARING; ORDINANCE SUBJECT TO REFERENDUM.

(1) Except when expressly required to do so by the city charter, the legislative body of a city is not required to submit a proposal for annexation of territory to the electors of the city for their approval or rejection.

(2) When the legislative body of the city elects to dispense with submitting the question of the proposed annexation to the electors of the city, the legislative body of the city shall fix a day for a public hearing before the legislative body at which time the electors of the city may appear and be heard on the question of annexation.

(3) The city legislative body shall cause notice of the hearing to be published once each week for two successive weeks prior to the day of the hearing, in a newspaper of general circulation in the city and shall cause notice of the hearing to be posted in four public places in the city for a like period.

(4) After the hearing, a city legislative body may, by an ordinance containing a legal description of the territory in question:

(b) Declare that the territory is annexed to the city where electors or landowners in the contiguous territory consented in writing to such annexation, as provided in ORS 222.125 or 222.170 prior to the public hearing held under subsection (2) of this section.

FINDINGS: The city charter does not require the submission of annexation proposals to the voter of the city. A date was scheduled for public hearing on the annexation proposal, and notice of the hearing was published once each week for two successive weeks in the Valley Herald, and posted in four public places in the city for the same period of time, and the consent of the landowner will be on file, all in conformance with this section.

### **COMPREHENSIVE PLAN GOAL APPLICABLE PROVISIONS**

- A. Goal 3 Agriculture
- B. Goal 9 Economy
- C. Goal 10 Housing
- D. Goal 11 Public Facilities
- E. Goal 14 Urbanization/Annexation Policy

#### A. Goal 3 Agriculture

Policy 1: Protect agricultural lands in the Milton-Freewater area by providing for concentrated urban development within the UGB.

Policy 2: No further extension of public services and facilities shall be extended beyond the urban growth boundary.

FINDINGS: Both of these policies will be furthered by the fact that the subject property is located within the Urban Growth Boundary and as a result, extension of public services and facilities will be within the existing Urban Growth Boundary.

#### B. Goal 9 Economy

To actively pursue economic development and growth that will diversify and strengthen the mix of economic activity in the local marketplace and provide employment opportunities for local residents.

Policy 1-1: The City of Milton-Freewater will continually strive to strengthen its business, financial, health, tourist and retail activities and to capitalize on its comparative advantages in the local and regional marketplace.

FINDINGS: By designating the property Commercial as planned by the Comprehensive Plan and Business Park on the Zoning Map, it will allow development on a site that would allow business opportunities, which would result in additional employment opportunities, and the proposal therefore furthers this policy.

### C. Goal 10 Housing

10-C-1: Land in the Urban Growth Boundary which is designated as Exclusive Farm Use in the Umatilla County Comprehensive Plan shall remain in EFU designation until annexation.

FINDINGS: Upon annexation, the zoning of the subject property will be amended to its planned map designation shown on the City's Zoning Map, Residential Mixed Use (R-M).

10-C-2: Upon annexation, all pertinent provisions of the Zoning and Land Development Codes shall apply. Residential densities available shall be those shown on the Zoning Code Map.

FINDINGS: Any development of the subject area would be required to be in conformance with the Zoning and Land Development Code. The existing R-M zoning will dictate the density allowed for the subject property.

### D. Goal 11 Public Facilities

1. The City of Milton-Freewater will continue to provide and maintain urban services (water, sewer, storm drainage, services and transportation infrastructure) to residential, commercial and industrial lands within the City's Urban Growth Area prior to or concurrent with development and annexation.

2. The City will require urban development to be served by urban services.

3. The city will prioritize development of land serviced by utilities and require the extension of water, sewer and storm drainage facilities for all urban level development within the UGB.

4. The City shall be the provider of public facilities in the urbanizable area.

5. Public facilities shall be extended to urbanizable land only upon annexation or upon execution of agreements for annexation at a certain date.

6. Property in the urbanizable area shall be annexed to the City only when the property is contiguous to the City limits and only when public facilities as required by the Land Development Code are provided.

7. County Exclusive Farm User designation shall continue to apply to lands in the urbanizable area which currently have that designation. Upon annexation, these lands shall change to the plan designation and land use zones specified by the City Comprehensive Plan and implementing codes.

FINDINGS: Sewer and water utilities are in close proximity to the subject property and will be extended to the property upon development. User charges and system development charges have been set to help support and maintain the various systems, and will be required to be paid prior to any development of the property. The subject property is contiguous to City limits. The planned designation in the Comprehensive Plan of Commercial and Residential will be assigned to the property upon annexation.

E. Goal 14 – Urbanization/Annexation Policy

Land within the City of Milton-Freewater urban growth boundary (UGB) will be eligible over time for annexation into the corporate limits of Milton-Freewater.

“Property requested for annexation to the city must be contiguous with (adjacent to) the existing corporate limits. Streets, sewer mains and water mains must be extended, at the developer’s cost, to service residences and businesses within the annexing property at the time of annexation (unless proper agreements and bonds are approved by the City for later improvements).

“The city will annex property only if the capacities of the city sewer and water systems are adequate to handle an added demand. The city will not annex any property whose owner does not wish to be annexed unless annexation is necessary as part of the development of the general location of the neighborhood.

“The city will not refuse to annex property contiguous with the city limits if the city sewer and water systems are capable of handling the additional demand and if the annexing property agrees to construct required public improvements to City standards.

FINDINGS: The subject property is located adjacent to city limits. All city utilities would be required to be extended to the property at developer’s cost upon development. The capacity of the city’s water and sewer systems are designed to accommodate growth within the urban growth and are capable of handling any added demand generated by development.

APPLICABLE POLICY STATEMENTS:

- "1. Conversion of urbanizable land to urban use shall be based on:
- a. The ability to provide orderly, economic provision for public facilities and services;
  - b. LCDC statewide goals;
  - c. Availability of sufficient land for various land uses;
  - d. Encouragement of development within urban areas before conversion of urbanizable area."

FINDINGS: The subject property is located just south of the City limits. It is within the Urban Growth Boundary and therefore is urbanizable. Conformance with the statewide planning goals has been established. All of the above services are available to serve the subject property in an orderly, economic fashion. Public streets are available to serve the property, which is necessary for any urban use of the property.

- "6. Change of land use from rural to urban shall be possible only when the following services and facilities are available: public sewer, public water, public paved street and adequate fire and police protection to meet minimum City and State standards.

FINDINGS: All of these services and facilities are available to the land upon annexation.

- "7. Land in the Urban Growth Boundary shall be allowed or urbanization and growth in any two of three separate identifiable major segments of rural land in the Urban Growth Boundary.

Growth and urbanization into the third segment [all land east of the Walla Walla River] shall be restricted until such time as substantial and significant urban development has been completed (at least 50% of the available land) in the first two segments”

FINDINGS: The property is not located east of the Walla Walla River, and therefore satisfies this section.

### **JOINT MANAGEMENT AGREEMENT**

#### IV. REFERRED APPLICATION/SITUATION

“U. The city shall refer all annexation proposals submitted in the UGA to the county for review and comment at least ten (10) days prior to the first public hearing on the annexation.

FINDINGS: Notice was provided more than ten days prior to the hearing date.

### **STAFF RECOMMENDATION**

Staff recommends annexing the subject property to the City and assigning the planned Business Park and Residential Mixed Use designations on the property.

Council President Lyon thanked Ms. Sweeney for the staff report and invited all those in favor of the annexation and amendments were invited to speak.

Barry Weis, 84112 Eastside Rd. - stated he was the CEO of the proposed development group that wishes to move the project forward. He said he is not an outsider and neither was his partner in the venture. He is a fourth and fifth generation in Umatilla County, grew up here as a boy. He has been self-employed for a long time. He said in business there were pretty much two ways a business could go, backwards or forwards. He said he has watched the neighbors across the state line on the other side move forward quite rapidly. As a boy growing up, he watched the town thrive and he said it would be fair to say that it's at a somewhat stand still. He said this was an opportunity to move forward, there's a low volume of used houses some of which are not that desirable. There's an opportunity to bring in some small manufacturing, upon approval of the city council and members, which they will work closely with. One project being looked at that a lot of people know about will have to meet approval. He said they want to build nice houses. Those houses are desperately needed in the town and area. They want to do things that will go along with the houses. He asked the council to consider waiving their second meeting policy and to consider the ordinance and vote tonight due to their tight timeline and permits they need to apply for in order to acquire their final design. He stated they would really appreciate that.

There were no others that spoke in favor of the annexation therefore, Council President Lyon invited all those in opposition to the annexation and amendments were invited to speak.

RoseAnn Humbert, 82192 Hwy 11 – stated she lives directly across the proposed annexation and is against it. She said she has a lot more information now than she was given. She would have liked to have had the information a little earlier and even the notice that it was happening. She was mailed the notice on February 25<sup>th</sup> about the annexation and there was already one meeting held on this matter.

Manager Hall clarified the meeting that Ms. Humbert was referring to was a meeting where the annexation request was heard to initiate proceedings and this was the next step in the process.

Ms. Humbert stated with receiving the letter on February 25<sup>th</sup> it didn't leave her much time to research any of the things to say why she objects. She stated she objects because she paid a small fortune for a view and is concerned this will threaten that. She said she hoped that the council would not vote on this matter tonight. She would like more time to see how this came about and who instigated it and she stated she didn't think the council pulled this out of the air. She wanted to know what was behind all of this and she objected to the annexation.

John Dodd, 82971 Steen Rd. – stated he was a neighbor of Ms. Humbert and located in that varied view. Stated he was not notified at all and he heard about this from his neighbors. He stated he was opposed to the annexation and that more time was needed to be considered. He comes from a farm family, fourth and fifth generation as well in this valley. He has spent thirty-three (33) years of his career working nationally and internationally for one of the largest agriculture cooperatives in the United States. He said we are blessed here but statistics show just over one and a half percent (1 ½ %) are farm people in the entire country. Statistics are out there from the United States Department of Agricultural (USDA), that in our current world population of seven and a half percent (7 ½ %) plus billion people and in the next thirty (30) to fifty (50) years when we reach 9 billion people there are not going to be enough acres on this planet to feed that population. He stated there needed to be serious consideration taken into that as well as there needs to be more time and consideration that this is the best spend for improvements using public funds. He said he has watched as well as Mr. Weis stated, about growth decline and stagnation, whether it's Walla Walla or Touchet. There needs to be more time and consideration and look into the benefits of the best use of public funds and whether that's going out to Stateline where improvements are needed in an area where its already zoned for a lot of these functions. The timeframe for those of them in the community have been allowed has not given them sufficient time to feel confident that the best decisions have been made for the use of the funds and for those reasons he stated he was in opposition.

Jerry Hardy, 83011 Steen Rd. – stated he has known Mr. Weis for years and that his intentions are excellent. He asked if there was a reason why the city was not using the Key Technology Building and the lot below that to take care of some of the situations. {Recorders note: Mr. Hardy made reference to the Key Building but meant the Sykes Building} One of the reasons why he moved up to Steen Road was because he was good friends with the people who use to live where Ms. Humbert lives and they helped build the house that he is in now. He stated it's a beautiful view. He said he knows if there is a factory and houses built across from his house the view is going to be gone. He is worried about the city limits being moved like it was with Sykes and he stated he believed that it still belonged by the city and he asked why the city was not facilitating that area. He's afraid that if the city limits moves in then it will move the city limits out again which will affect his property value and taxes. For these reasons he is opposed to the annexation.

Patricia Magnaghi, 83015 Steen Rd. – stated she agrees with her neighbors that have spoken and she is opposed to the annexation.

Council President Lyon invited those who spoke in support of the annexation were now invited to rebut the testimony of those who spoke in opposition.

Barry Weis, 84112 Eastside Rd. – stated some of the people who spoke he has known for a long time and it's not personal. He said it is personal to his group to want to improve the valley and he has looked at that property a lot. There are other folks that would like to build a house and have a



view also. He has spent a lot of time driving Steen Road and he has a really good friend that lives down at the end of it. There is a lot of view out there and he didn't see where building some houses would hurt that, they don't plan on building any sky scrapers. They are going to do things that would enhance the housing and enhance the view for everyone and other things that make sense working with the city.

Council President Lyon invited all those who spoke in opposition to the annexation were now invited to rebut the testimony of those who spoke in favor. Hearing none he asked if the council had any questions. Hearing none he declared the hearing to be closed.

Wes Koklich, 2088 S. Walnut St. – has been a resident a long time and has watched things come and go. One of things that he hasn't seen much coming is business and industry that are willing to build and set up shop and grow the community. Without any growth and expansion the tax base doesn't grow either so there are a lot less people to share that burden of the cost of the community with. Now there is someone who is willing to go out on a limb to do something. He said there was a comment about the old Key Technology Building.

Manager Hall stated she believed he was referring to the Sykes building.

Mr. Kocklich stated that a lot of times when you are setting up shop the building has to be built in such a way that works for what you are trying to accomplish. If you try to go into an existing building it has to be torn down before you can build up and sometimes the cost of that out ways a new facility that works better. The community could use some new industry and growth and help share the tax base to support the community.

Manager Hall stated she wanted to clarify a few things for the benefit of the audience members. She stated the city does not own the Sykes building or the lot to the north. Those are owned by Sykes. She is aware that the parties trying to annex attempted to buy those properties from Sykes and were unsuccessful at that time. Even though the city doesn't own those, that avenue was explored by those private parties. She stated the mailing of the letters was initially initiated on February 11, 2019, with that being a tight turn around and following the strict guidelines of the law of determining who the affected property owners were which is determined by a two hundred (200) foot radius of the subject parcel. That would explain why some property owners were notified and others were not. Staff does their best to get the word out as soon as possible and in all interests of transparency. The property has been in the Urban Growth Boundary, which means that it's been identified as a potential area of growth for the city in the future. That initial process doesn't happen without a lot of public hearings and input when it happens. This was established back in the 1990's and it was included in the South Hill Master Plan report in 2005.

Manager Hall stated the councils' options were to take no action at all and the request would die, or the council could honor the request by introducing and holding the first reading of the ordinance. The council policy is to do that in two separate meetings but there was a request from Mr. Weis to waive that policy and do that all in one meeting but she reminded them that there was a request from a person who spoke in opposition to maintain the two meeting timeline.

There were no further comments or questions.

Councilor Irving motioned to adopt the Findings of Fact and Conclusion of Law supporting the annexation. Councilor Pressnall seconded the motion and a roll call vote was taken: Council President Lyon, yea, Councilor Pressnall, yea, Councilor Garcia, yea, and Councilor Irving, yea, the motion passed.

Councilor Pressnall motioned that Ordinance No. 989 be introduced by title only and full reading waived. Councilor Irving seconded the motion which passed unanimously. The City Manager then read the ordinance by title. The council then introduced the first reading of Ordinance #989, An Ordinance Annexing Certain Territory Located South of Key Blvd. A roll call vote was taken: Council President Lyon, yea, Councilor Pressnall, yea, Councilor Garcia, yea, and Councilor Irving, yea, the motion passed.

Councilor Irving motioned to waive the council's rule of ordinances being read at two different meetings for this ordinance. Councilor Pressnall seconded the motion. A roll call was taken: Council President Lyon, nay, Councilor Pressnall, yea, Councilor Garcia, yea and Councilor Irving, yea, the motion passed.

Councilor Pressnall motioned that the second reading of Ordinance #989 be by title only and full reading waived. Councilor Irving seconded the motion. The City Manager then read the ordinance by title. A roll call vote was taken: Council President Lyon, yea, Councilor Pressnall, yea, Councilor Garcia, yea, and Councilor Irving, yea, the motion passed.

Councilor Irving motioned to adopt Ordinance #989, An Ordinance Annexing Certain Territory Located South of Key Blvd. Councilor Pressnall seconded the motion and a roll call vote was taken: Council President Lyon, yea, Councilor Pressnall, yea, Councilor Garcia, yea, and Councilor Irving, yea, the motion passed.

Manager Hall stated by council rules, staff is required to publish the ordinance title in the city's newspaper of record and the ordinance will take effect 30 days from that publication date. Also, all those who submitted a letter or presented oral testimony will be mailed copies of the ordinance and findings of fact.

#### **AWARD OF CONTRACT – PARKS AND RECREATION MASTER PLAN**

Public Works Superintendent Brian Steadman stated the City applied for and was awarded a Small Community Planning Grant through the Oregon Parks and Recreation Department to help develop a Parks and Recreation Master Plan. With a master plan in place, the City will be able to leverage the local option tax revenues to apply for additional grant opportunities. Request for Qualification packets were distributed to eight prospective proposers. There were two qualification packets submitted for consideration. Upon review and formal scoring of both packets received, staff determined Conservation Technix Inc. of Portland, Oregon to be the highest qualified firm meeting all requirements. The grant is for forty thousand dollars (\$40,000) with a required forty percent (40%) match. The city's match can be a combination of labor, material, services or cash. Staff's recommendation is to award Contract 287 to Conservation Technix Inc. of Portland, Oregon.

Councilor Pressnall motion to award contract to Conservation Technix Inc. of Portland, Oregon for development of a Parks and Recreation Master Plan, Contract 287 and direct the City Manager, or her designee, to negotiate with Conservation Technix Inc. of Portland, Oregon for planning services to develop a City Parks and Recreation Master Plan for a reasonable timeline and payment. Councilor Irving seconded the motion which passed unanimously.

#### **RESOLUTION NO. 2387, AUTHORIZING SIGNATURE TO A SAFE ROUTES TO SCHOOL GRANT FROM THE OREGON DEPARTMENT OF TRANSPORTATION**

Public Works Superintendent Brian Steadman stated the City partnered with the Milton-Freewater Unified School District (MFUSD) on a Safe Routes to School grant through Oregon Department of Transportation. The application was successful and has been selected for funding.

Construction of the new Gib Olinger Elementary School has introduced new transportation issues for students getting to and from school. The purpose of the program is to assist Oregon communities in identifying and reducing barriers and hazards to children walking or bicycling to and from school. The project list for this grant includes installing crosswalk improvements at the intersection of S. Main St. and SW 10<sup>th</sup> Avenue, which will likely include a Rapid Flashing Beacon, installation of a refuge island in the middle turn-lane and American with Disabilities Act (ADA) improvements. Also on the project list but that have already been completed is the installation of a sidewalk along SW 12<sup>th</sup> Avenue and a four-way stop at the intersection of SE 9<sup>th</sup> Avenue and S. Mill Street which will count towards the required grant match. ODOT approved a grant in the amount of \$249,599, with a required match of 20% which equals \$68,491. To date, the City has provided \$92,858 in match funding so the project will not require additional cash match from the City. Staff's recommendation was to authorize signature to the Safe Routes to School Program Grant with ODOT.

Councilor Pressnall motioned to adopt Resolution No. 2387, Resolution Authorizing Signature to Safe Routes to School Program Grant Agreement No. 33114- OR11 and SW 10<sup>th</sup> Ave: Sidewalk and Signage Installation with Oregon Department of Transportation (ODOT). Councilor Irving seconded the motion which passed unanimously.

Manager Hall thanked Mr. Steadman and staff for seeking and applying for grants to help with funding of projects.

Councilor Irving thanked Mr. Steadman and staff for getting the sidewalk done on SW 12<sup>th</sup> before the start of school last fall.

### **APPOINTMENT TO PLANNING COMMISSION**

Mayor Key stated there has been a vacant position on the Planning Commission since February 1, 2019. Staff has advertised in City's newspaper of record, The Valley Herald. The announcement was also posted on the City webpage. An application has been received and Mayor Key stated he was recommending the appointment of Guadalupe "Lupe" Contreras to the Planning Commission for a four year term.

Councilor Irving motion to uphold the Mayor's recommendation and appoint Lupe Contreras to the Planning Commission for the remainder of the four year term that began February 1, 2019. Councilor Lyon seconded the motion which passed unanimously.

### **MANAGER REPORT**

Manager Hall stated she would be testifying before the Oregon State Ways and Means Committee on Friday, March 15, 2019 regarding the wine production facility. The meeting will be at the Blue Mountain Community College Pendleton Campus from 5:30 p.m. – 7:30 p.m. The meeting is open to the public and she invited the council to attend. She said she would be reviewing the preliminary budgets with each department the week of March 18, 2019.

There being no further business the meeting was adjourned at 8:10 p.m.

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Lewis S. Key, Mayor