

GLADSTONE CITY COUNCIL MEETING MINUTES of June 14, 2016

Meeting was called to order at 6:40 PM.

ROLL CALL:

Councilor Sieckmann, Councilor Neace, Mayor Mersereau, Councilor S. Johnson, Councilor K. Johnson, Councilor McMahon, Councilor Reisner.

ABSENT:

None.

STAFF:

Eric Swanson, City Administrator; Jolene Morishita Assistant City Administrator; David Doughman, City Attorney; Carolyn Gray, Accounting Manager; Clay Glasgow, City Planner.

Jeff Jolley was sworn in as the new Police Chief by Judge Beloof. Chief Jolley thanked everyone for the opportunity.

AGENDA ADDITIONS OR CORRECTIONS:

Councilor Sieckmann asked the Council to take public testimony on Item #18. The rest of the Council agreed. A time limit of three minutes was agreed upon. Councilor Sieckmann went over the guidelines.

Mr. Swanson asked that Item #19, the July Council meeting, be rescheduled due to a conflict in scheduling.

BUSINESS FROM THE AUDIENCE:

Sharon Alexander asked where the City is getting the money to purchase the property at the end of Glen Echo and Portland Avenue for the new Police Station. Mr. Swanson said that this item is still in negotiations so they really can't address the question at this time.

CONSENT AGENDA:

1. Approval of May 24, 2016 and May 31, 2016 Minutes
2. Approval of Project List
3. Approval of Monthly Financial Reports

Councilor Reisner asked to pull item #3 from the agenda.

Councilor McMahon made a motion to approve items #1 & #2. Motion was seconded by Councilor Neace. Motion passed unanimously.

Councilor Reisner had questions regarding the amounts being paid to Mr. Swanson. Carolyn Gray gave an explanation of the expenses.

Councilor Reisner made a motion to approve Item #3. Motion was seconded by Councilor Sieckmann. Motion passed unanimously.

CORRESPONDENCE:

4. Letter re: Hiring Process for Assistant City Administrator – Colette Umbras
5. Letter re: Assistant City Administrator Position/Clackamas Review Article – Susan Liston

Councilor S. Johnson said he met with Ms. Umbras regarding her letter and it was a positive conversation.

REGULAR AGENDA:

6. **Consideration of Gladstone Downtown Revitalization Plan RFP Award to Johnson Economics:** Mr. Swanson introduced Mr. Johnson from Johnson Economics and Ms. Lipscomb, the Project Manager. He said this is an exciting project for Gladstone. Mr. Swanson feels that Johnson Economics has taken a holistic approach. He went over the staff report and resolution. There will be public outreach such as an information booth at the Community Festival.

Councilor Sieckmann made a motion to approve Resolution 1081 and authorize the City Administrator to finalize the agreements with the proposed \$150,000 contracted amount with Johnson Economics. Motion was seconded by Councilor McMahan.

Discussion: Mr. Swanson wanted to point out that this is a grant from Metro for \$167,000, with the City's portion being \$17,000. Mayor Mersereau said he believes that public outreach is very important. Mr. Swanson said that the recruitment of the people serving on this project is very important.

Ms. Morishita conducted a roll-call vote: Councilor Sieckmann – yes. Councilor Neace – yes. Councilor S. Johnson – yes. Councilor K. Johnson – yes. Councilor McMahan – yes. Councilor Reisner – yes. Mayor Mersereau – yes. Motion passed unanimously.

7. **Appointment to the Planning Commission:**

Ms. Morishita conducted a roll-call vote for the 2-year position: Councilor Sieckmann – Rowlette. Councilor Neace – Hernandez. Councilor S. Johnson – Tracy. Councilor K. Johnson – Rowlette. Councilor McMahan – Hoffman. Councilor Reisner – Hoffman. Mayor Mersereau – Rowlette. Randy Rowlette was selected for the 2-year position.

Ms. Morishita conducted a roll-call vote for the 1-year position: Councilor Sieckmann – Hoffman. Councilor Neace – Hoffman. Councilor S. Johnson – Hoffman. Councilor K. Johnson – Hoffman. Councilor McMahan – Hoffman. Councilor Reisner – Hoffman. Mayor Mersereau – Hoffman. Richard Hoffman was selected for the 1-year position.

8. **Municipal Court Prosecutor Introduction and Brief Overview:**

Mr. Swanson introduced Melissa Jones. Ms. Jones gave some of her background information and discussed her role as a prosecutor.

9. **Public Hearing – Street Vacation – E. Kenmore Street:**

Mayor Mersereau opened the public hearing. Clay Glasgow, City Planner, went over the staff report. He explained that there was a public hearing held before the Planning Commission and that there was no public testimony. There was discussion regarding right-of-ways, easements, taxes, etc. There was no applicant or public testimony. Mayor Mersereau closed the public hearing. There was further discussion regarding easements and structures.

Councilor S. Johnson made a motion to approve the request to vacate the specific segment of East Kenmore Street as described in Z0248-16-I with the condition that proper easement be granted the City to have and maintain the existing storm line. Motion was seconded by Councilors Neace. Motion passed unanimously.

10. Resolution 1080 - Create Funds – Library Capital Fund and City Hall Capital Fund:

Carolyn Gray explained the reasons behind this resolution. There was discussion regarding verbiage.

Councilor Sieckmann made a motion to edit Resolution 1080 to replace City Hall Capital Fund with Civic Buildings Capital Fund and to adopt Resolution 1080 with those amendments. Motion was seconded by K. Johnson. Motion passed unanimously.

11. Resolution 1078 – Adopting Budget and Setting Tax Rate for FY 2016-17:

Carolyn Gray is formally asking for the adoption of the FY 2016-17 budget. Mr. Swanson gave some background information regarding the budget meeting/process/discussions. Mayor Mersereau opened the public hearing. There was no public testimony. The public hearing was closed.

Councilor S. Johnson made a motion to adopt Resolution 1078 adopting the 2016-17 Budget in the sum of \$21,745,408 and unappropriated fund balances of \$1,888,793, totaling \$23,645,201. Motion was seconded by Councilor Neace. Motion passed unanimously.

Councilor S. Johnson made a motion to adopt Resolution 1078 imposing the taxes at a rate of \$4.8174 per \$1,000 of assessed value for the permanent tax rate and at the rate of \$.68 per \$1,000 for the Police and Communications Local Option Tax and \$.31 per \$1,000 for the Fire and Emergency Medical Local Option Tax. Motion was seconded by Councilor Sieckmann. Motion passed unanimously.

Councilor S. Johnson made a motion to adopt Resolution 1078 categorizing the imposed taxes as follows: General Fund - \$4.8174 per \$1,000, excluded from limitations - \$0, Police Communications Fund - \$.68 per \$1,000, excluded from limitations - \$0, Fire and Emergency Medical Fund - \$.31 per \$1,000, excluded from limitations - \$0. Motion was seconded by Councilor Sieckmann. Motion passed unanimously.

RECESS TO URBAN RENEWAL AGENCY MEETING

REGULAR AGENDA:

14. Resolution 1076 – Election to Receive State Revenue Sharing Funds:

Carolyn Gray gave a brief explanation.

Councilor Reisner made a motion to approve Resolution 1076 for the City of Gladstone to continue to receive State Revenue Sharing Funds. Motion was seconded by Councilor McMahon. Motion passed unanimously.

15. Resolution 1077 – Certifying Provision of Four or More Services for State Shared Revenues: Carolyn Gray gave a brief explanation.

Councilor McMahon made a motion to adopt Resolution 1077 certifying that the City of Gladstone provides four or more services listed in ORS 221.760. Motion was seconded by Councilor S. Johnson. Motion passed unanimously.

16. Resolution 1079 – Adopting a Revised Master Fee Schedule – Adding Right of Way Fees:

Mr. Swanson gave a brief history and acknowledged Lance Paulson for his work on this. Nancy Warner contacted via phone for her input. She gave additional background information and explained the various fees.

Mayor Mersereau opened the public hearing.

Annette Mattson and Crystal Lindquist from PGE said that PGE is neutral regarding the increase and they feel it is important for their customers to understand the process of what will happen with what they will see on their bills after October 1st. The fee will be listed as a line item on the bill. They provided sample letters that will go out to their customers. There was discussion regarding the difference between a tax and a fee.

Gary Bauer with NW Natural Gas said they are also neutral regarding the increase. He said they also put the fee as a line item on their bill.

Michael Milch asked if the projected income from these fees was reflected in the budget, what that amount would be, and what will it be used for. Mr. Swanson said that it was not included in the budget. He said the estimated fees would be between \$450,000 and \$475,000 annually and there has not been any discussion regarding what the income would be used for.

The public hearing was closed.

Councilor Sieckmann had a question regarding crediting franchise fees to City customers and would like to address that before October 1st.

Councilor K. Johnson made a motion to adopt Resolution 1079, adopting a revised master fee schedule and repealing Resolution 1073. Motion was seconded by Councilor S. Johnson.

Discussion: Councilor Reisner verified that this covers both public and private utilities. *Motion passed unanimously.*

17. Request to Change Name of Gladstone Senior Center to The Gladstone Community Activity Center:

Colin Black, Assistant Director, went over the staff report, explaining the reasons behind the name change – to expand their focus beyond seniors to include all of Gladstone citizens. He went over some of the programs and activities they are looking at in the future to include young and old. Councilor S. Johnson feels there needs to be some discussion with the Library since there was talk that it was going to be the Community Center. Councilor K. Johnson asked if the programs for youth were still paid for by the County – Mr. Black said they are.

Councilor McMahon made a motion to adopt the name change from Gladstone Senior Center to The Gladstone Community Activity Center. There was no second. There was discussion regarding concerns.

18. Consideration of Interim Assistant City Administrator Appointment:

Mr. Swanson introduced Jacque Betz, candidate for the position. There will be a full recruitment process in the fall. He went over some background information, previous job experience, etc. Mayor Mersereau opened the public hearing.

Bill Osburn read a letter detailing his objections to the hiring of Ms. Betz.

The public hearing was closed.

Councilor S. Johnson made a motion to approve the temporary employment contract with Jacque Betz as Interim Assistant City Administrator and authorize the City Administrator to sign it. Motion was seconded by Councilor McMahan.

Discussion: Councilor Sieckmann said that although he feels Ms. Betz is qualified, he is not sure she is a good fit for Gladstone, he has concerns regarding the salary scale, and he feels there are other options to consider. Councilor Neace feels the hiring process should be opened up now and we need to be selective. Councilor Reisner also has concerns regarding the salary. He asked if the Department Heads had a chance to interview Ms. Betz – Mr. Swanson said they had.

Councilor S. Johnson feels that Mr. Swanson has done due diligence on this and that the Council should support him. Councilor K. Johnson said he is willing to give Ms. Betz a chance to prove herself and he would like to move the hiring process up. Councilor McMahan agreed. Mr. Swanson agreed to move the hiring process up to September 1st.

Councilor Sieckmann made a call to the question. Seconded by Councilor S. Johnson. There was discussion regarding amending the original motion. Ms. Morishita polled the Council: Councilor Sieckmann – yes. Councilor Neace – yes. Councilor S. Johnson – yes. Councilor K. Johnson – yes. Councilor McMahan – yes. Councilor Reisner – yes. Mayor Mersereau – yes. Motion passed unanimously.

Ms. Morishita conducted a roll-call vote of the original motion: Councilor Sieckmann – no. Councilor Neace – no. Councilor S. Johnson – yes. Councilor K. Johnson – yes. Councilor McMahan – yes. Councilor Reisner – no. Mayor Mersereau – yes. Motion passed (4-3).

19. Rescheduling of Next Month's Council Meeting:

There was discussion regarding the necessity of this.

Councilor S. Johnson made a motion to change the July Council meeting from July 19, 2016 to July 20, 2016. Motion was seconded by Councilor Neace. Motion passed unanimously.

BUSINESS CARRIED FORWARD – UPDATE:

None.

BUSINESS FROM THE AUDIENCE:

Greg Alexander feels the meeting format needs to be changed regarding audience participation. He feels the starting pay for the Interim Assistant City Administrator is too high.

BUSINESS FROM THE COUNCIL:

Councilor Sieckmann:

They are still working on the framework for the City's website. There was a very positive discussion with Clackamas County regarding planning/land use which may require changes in the IGA. He attended a meeting with the Clackamas Review.

Councilor Neace:

She attended her first Coffee with a Councilor event and thought it was very nice. She said they felt that the Councilors did not care what the citizens had to say. She wants everyone to keep in mind that even if you disagree with someone you can show respect and work together. She values everyone and is willing to listen.

Councilor S. Johnson:

He said the Councilors care about the community. They are accessible to citizens. It is important to them to hear what the citizens think.

Councilor Reisner:

He feels there should be a City-wide hiring policy to help give direction in the future.

Mayor Mersereau:

He has had a busy week with meetings. He feels the City's website is headed in a good direction. He also wants to hear what citizens have to say, but there are meeting rules that have to be followed.

ADJOURN:

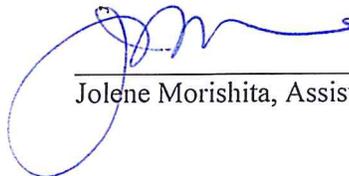
Meeting adjourned.

Approved by the Council President this 28 day of June, 2016.

ATTEST:



Tom Mersereau, Mayor



Jolene Morishita, Assistant City Administrator