

## **GLADSTONE CITY COUNCIL MEETING MINUTES OF FEBRUARY 13, 2024**

Meeting was called to order by Mayor Milch at 6:31 p.m. – (Via Zoom and In Person)

### **ROLL CALL:**

Mayor Milch, Councilor Huckaby, Councilor Alexander, Councilor Reichle (via Zoom), Councilor Cook (via Zoom), Councilor Garlington

### **ABSENT:**

Councilor Roberts

### **STAFF:**

Jacque Betz, City Administrator; Darren Caniparoli, Public Works Director; John Schmerber, Police Chief; Cathy Brucker, Finance Consultant; Chad Jacobs, City Attorney; Tami Bannick, City Recorder;

---

### **INTRODUCTION:**

Police Chief Schmerber introduced new police officer, Officer Oscar Zacarias-Paz. City Administrator Betz administered the Oath of Office; Officer Zacarias-Paz's wife pinned on his badge.

### **AGENDA ADDITIONS OR CORRECTIONS:**

None.

### **CONSENT AGENDA:**

1. Approval of January 9, 2024 Regular Minutes
2. Approval of December Bank Balances
3. Budget Report for Period ending 12-31-2023
4. Approval of December Check Register
5. Legal costs for November 2023
6. Department Head Monthly Reports for January 2024

*Councilor Reichle made a motion to pull item one from the Consent Agenda. This motion was seconded by Councilor Huckaby. Ms. Bannick took a roll call vote: Councilor Huckaby – yes. Councilor Alexander– yes. Councilor Reichle – yes. Councilor Cook – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

*Councilor Huckaby made a motion to approve the remainder of the Consent Agenda, including items #2-#6. The motion was seconded by Councilor Alexander. Ms. Bannick took a roll call vote: Councilor Garlington – yes. Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander - yes. Councilor Huckaby - yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

Councilor Reichle gave a correction to item one of the Consent Agenda. In the Meeting Minutes under Business from the Council in Councilor Reichle's statement, she referred to *backfilling* of the pathways, but it should be *gap funding* of the pathways.

*A motion was made by Councilor Reichle to amend page 1-5 of the January 9, 2024 meeting minutes to replace the word “backfilling” with the words “gap funding.” The motion was seconded by Councilor Huckaby. Ms. Bannick took a roll call vote: Councilor Alexander – yes. Councilor Reichle – yes. Councilor Cook – yes. Councilor Garlington - yes. Councilor Huckaby – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

*Councilor Alexander made a motion to approve the amended Meeting Minutes for January 9, 2024. The motion was seconded by Councilor Huckaby. Ms. Bannick took a roll call vote: Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby - yes. Councilor Garlington - yes. Mayor Milch – yes. The January 9, 2024 amended meeting minutes are approved.*

**CORRESPONDENCE:**

None.

**7. REPORT – CITY OF GLADSTONE INCLEMENT WEATHER EVENT DEBRIEF**

Administrator Betz gave the inclement weather event debrief. Gladstone had no long-term impacts related to the recent ice and snowstorm. The city used lessons learned from the ice storm of 2020 and prepared accordingly for this weather event. Public Works had crews working 12-hour shifts, and Administrator Betz, Police Chief Schmerber, and Public Works Director Caniparoli were in contact 24/7 between January 15-19. Chief Schmerber also kept in daily contact with Clackamas County Emergency Management. Overtime had been budgeted, so there was no financial impact to the city. All main streets were maintained and kept operational with no downed trees. PGE’s actions last summer of thinning trees and replacing utility poles helped mitigate power outage issues. Staff at the community center and volunteers prepared and delivered meals to 50 homebound clients, and the police department and LoveOne helped get shelter access for those in need. Chief Schmerber, Public Works Director Caniparoli, and Administrator Betz thanked their employees, PGE, and the community center volunteers for all of their help and hard work during this event.

**8. REPORT – CLACKAMAS FIRE DISTRICT UPDATE**

Assistant Chief Brian Stewart reported that the fire department fared well during the weather event because they made sure to have plenty of staff available in preparation. They had double the amount of calls than normal running several hundred calls per day with about 2,000 apparatus responses in that 6-day period. They also made sure that people who lost power had access they needed to essential services. An incident action plan was established and communicated across staff in the jurisdiction and partner agencies. There was staff onsite every day to provide essential functions such as keeping the apparatus going, the engines equipped, and medical supplies available. Councilor Huckaby inquired about a post she saw on social media for the public to bring debris down to a central location for the fire department to help remove. Assistant Chief Stewart was not aware of how much this was used for this event, but it has been highly utilized in the past.

Assistant Chief Stewart introduced Captain Greg LeDoux who will be the new fire captain for Gladstone Fire Station 22. He also mentioned the new newsletter from the fire department called The Siren that was in the Council’s meeting packet.

**9. REPORT – 2023 GLADSTONE LIBRARY REPORT**

Mitzi Olson, Library Director, offered some background on the library project. Since the pandemic, the library is now seeing a slight increase in usage. Circulation of materials is higher than last year, and e-books and e-audio books are getting checked out at a higher rate. Summer reading finishers stayed close to the prior year's number. Door counts rose by 4,000 visitors between last year (31,000) and this year (35,000), and seed checkouts continue to increase in popularity since the program's introduction in 2020. While usage is not quite back to pre-pandemic levels, it is expected that there will be an increase when the new library opens in August 2024. An additional Youth Services Librarian has been hired to enrich youth programs. Current offerings for youth include English and Spanish story times, a Wednesday early release Snack and STEM program, and take and make crafts. For adults, there are craft classes, a monthly lunch and learn for seniors, and a book club. The library also participates in several community events such as the Gladstone Nature Park Arbor Day Event, Community Festival, special events in the park, the Halloween event, and a seasonal story walk. They continue with their partnership with the volunteers and the Gladstone Foundation to offer the Seeds for Sharing program. Ms. Olson will continue to build strong connections and relationships with city partners and stakeholders.

Jason Varga, Project Manager, gave an update on the Gladstone Library Building Project. Since the last meeting with the Council, the GMP budget went up a little over \$500,000, and ARPA funding covered that increase. Mr. Varga showed a job site camera that is available for the community to watch a time lapse of the building project with completion expected in mid-August 2024. So far, construction has moved at the expected pace even with the recent ice and snowstorm. An RFQ will be sent for public art as there will be areas in the building for art to be displayed. The hope is to use local artists, and a suggestion was made to include school youth.

**10. GLADSTONE CITY EVENTS ANNOUNCEMENTS**

Bob Everett from the Gladstone Rotary Oak Lodge announced Bingo night on February 16<sup>th</sup>. This month, the beneficiary of the proceeds will go to the Rotary Oak Lodge. Next month will benefit the eighth grade graduation, and choir will receive May's benefit. Community Festival will be the first weekend in August. The Clothes Closet is open every Saturday from 10:00 a.m. to noon. The rotary club is now volunteering at Tukwila every three months, and they welcome any groups who would like to volunteer.

**REGULAR AGENDA:**

**11. 2022-2023 FISCAL AUDIT FOR CITY OF GLADSTONE**

Cathy Brucker, Finance Consultant advised Merina + Co LLP., the city's independent auditors, completed their audit of the annual financial statements and met with the city's audit committee on January 29, 2024. The audit committee recommended approval of the annual financial statements. The city received a 30-day extension because implementation of new GASB standards and the North Clackamas County Water Commission (NCCWC) audit took extra time to complete. The city was unable to complete the audit by January 31, 2024, so an estimate was used for annual activity, and if any adjustment is needed because of the estimate, it will be reviewed in the following fiscal year.

Tonya Moffitt, Merina & Co, LLP indicated the audit was complete on January 30, 2024 for fiscal year ending June 30, 2023 and the audit report was unmodified, or a clean opinion, which is the highest level of a financial statement opinion that can be given. The estimates that were used in the information provided to the Audit Division were for the joint venture with NCCWC, depreciation and compensated

absences, net pension liability, and net other post-employment benefit liabilities. There was one uncorrected misstatement that had to do with billable revenue which was just a timing difference that is always in Gladstone's financial statements. There were a couple over expenditures for the library and police and communications levies. Overall, the audit was great.

*Councilor Alexander made a motion to approve City of Gladstone's annual financial report for the fiscal year ending June 30, 2023. Motion was seconded by Councilor Reichle. Ms. Bannick took a roll call vote: Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Cook – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**ADJOURN TO GLADSTONE URBAN RENEWAL AGENCY MINUTES AT 7:41 P.M.**

**RECONVENE TO REGULAR CITY COUNCIL MEETING AT 7:45 P.M.**

**14. GLADSTONE INFRASTRUCTURE INFILTRATION AND INFILL REDUCTION PROGRAM CONTRACT, PHASE 1 AND PHASE 2**

Public Works Director Darren Caniparoli indicated in spring 2019, Gladstone and DEQ entered into a Mutual Agreement Order to correct deficiencies pertaining to raw sewage overflowing into the Clackamas River and are currently on the final step which is construction. The lowest bid for construction came from Braun Construction & Design for \$1,343,535. The staff recommends a 25% contingency of \$335,883.75 for a total contract amount of \$1,679,418.75. The original reported estimate was \$2.2 million. This construction will be funded first with \$1.2 million in American Rescue Plan Act (ARPA) funds and remaining from Storm and Sanitary Capital Funds. The city will receive a 33% reimbursement from Water Environmental Services (WES) for any capital funds used.

A brief discussion followed and clarification questions were answered.

*Councilor Garlington moved to approved a public improvement contract to Braun Construction & Design LLC in the amount not to exceed \$1,679,418.75 to complete phase 1 and 2 of the Gladstone Infiltration and Inflow Project Reduction Program. The motion was seconded by Councilor Reichle. Ms. Bannick took a roll call vote: Councilor Alexander – yes. Councilor Huckaby – yes. Councilor Garlington – yes. Councilor Cook - yes. Councilor Reichle – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**15. APPOINTMENTS TO THE GLADSTONE TOWN CENTER STAKEHOLDER ADVISORY COMMITTEE (SAC)**

City Administrator Betz advised with Council acceptance of a grant from the Department of Land Conservation and Development to enact parking reform and establish a town center, a stakeholder advisory committee is required to be formed. City staff is recommending Council approval of the following individuals for the group: Dr. Bob Everett, DMD; Liz Banta; Bryce Colson; Kaleb Eisele; Lisa Eirene; Glen Hamburg, Metro; and Kelly Reid, Oregon Department of Land Conservation and Development. Mayor Milch offered to be the City Council representative - all Councilors agreed. The advisory group will need a member of the Planning Commission. This group will meet every 3-4 months until February 2025.

*Councilor Alexander made a motion that the council support the Mayor in appointing the above mentioned members and including the Mayor to an ad hoc committee to provide feedback on the Gladstone Town Center Project. City staff members will include City Administrator Betz and Senior Planner Heather Austin. The motion was seconded by Councilor Huckaby. Ms. Bannick took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle - yes. Councilor Cook - yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**16. RECOMMENDATION FROM THE PARK & RECREATION ADVISORY BOARD REGARDING METRO LOCAL SHARE FUNDING PRIORITIES**

City Administrator Betz provided a brief background advising a tour was provided by the Mayor and staff to Metro's Chief Operating Officer and their Parks & Nature Director. The City of Gladstone learned that there is \$850,000 allocated to Gladstone projects that qualify through the Metro Local Share Bond that passed in 2019. Metro staff talked to the Parks & Recreation Advisory Board about qualifying criteria. The board discussed options in December 2023 and made recommendations at their January 2024 meeting. The recommendations are restrooms and a picnic shelter at the Gladstone Nature Park, gap funding for the Gladstone Nature Park Paved Loop Trail Project, 2-3 picnic shelters at Meldrum Bar Park, and ADA access to restrooms and picnic tables at Max Patterson Park. These projects are on a reimbursement basis, so they will need to be budgeted out over time. The city has until 2029 to spend the funds. Some basic estimates are \$350,000-450,000 for the bathrooms and approximately \$100,000 for the shelters. There is some work that needs to be done with community engagement and an archeological study for the Paved Loop Trail Project before any of these recommendations get started. If the Council agrees with these park projects, the city staff will begin the process of creating cost estimates and a timeline.

*After a brief discussion, Councilor Garlington made a motion for the council to accept the Parks and Recreation Board's recommendation and provide direction to apply funds for restrooms and a picnic shelter at Gladstone Nature Park first before advancing other projects. The motion was seconded by Councilor Alexander and Councilor Reichle in tandem. Ms. Bannick took a roll call vote: Councilor Garlington – yes. Councilor Cook – yes. Councilor Reichle – yes. Councilor Alexander – yes. Councilor Huckaby – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**17. METRO'S NATURE IN NEIGHBORHOOD GRANT FOR ALL-INCLUSIVE BIRD BLIND**

City Administrator Betz advised the Friends of the Gladstone Nature Park asked for permission to apply for a Metro Nature and Neighborhoods grant for an all-inclusive bird viewing blind at the Gladstone Nature Park. The blind would be located near the East Overlook and would adjoin with the Paved Loop Trail when complete. The council packet for the meeting gave information on tourism money that bird viewing can bring to an area. If funds are awarded for the blind, they would have two years complete the project. The Blind project aligns with two City Council goals: The first is communication and engagement by enhancing diversity, equity, inclusion, and accessibility by removing barriers to better serve the community. The second is with the park project that will give research funding opportunities to complete projects in the master plan. The deadline to file for the grant was January 25<sup>th</sup> which was before meeting with the Parks and Recreation Board or the City Council, so Administrator Betz authorized that filing. This was presented to the Parks and Recreation Board on February 12, 2024, and they approved a recommendation to the Council to authorize the application submission which will be for \$79,500.

*Councilor Alexander made a motion that the City Council support The Friends of the Gladstone Nature Park's application that the Paved Loop Pathway be constructed first followed by a bird blind. The motion was seconded by Councilor Reichle. Ms. Bannick took a roll call vote: Councilor Reichle – yes. Councilor Cook – yes. Councilor Garlington – yes. Councilor Huckaby – yes. Councilor Alexander – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

**BUSINESS CARRIED FORWARD:**

None.

**BUSINESS FROM THE AUDIENCE:**

John Kilstrum, Gladstone resident, brought up a news report concerning the sale of the mobile home park in Gladstone, and he wanted to know if the council or city has addressed the issue in any manner.

Administrator Betz acknowledged that the city had reached out to the residents with resources, and they have been in contact with Clackamas County Housing Authority for help as well. There are still some unknowns regarding the sale, but the city continues to be in communication with the residents.

### **BUSINESS FROM THE COUNCIL**

**Councilor Cook:** In January, they had their business mixer led by Marci Jory from the city, and they had excellent attendance and engagement. Local business owners came together to share ideas and concerns and build community. They received feedback that will be used to improve the mixer for the future. Interest was expressed for creating a Gladstone business organization as an independent nonprofit.

**Councilor Reichle:** She appreciated the social media push to get the community back out to support local business after the ice storm. The Parks & Recreation Advisory Board had a meeting on February 12<sup>th</sup> that was recorded with a presentation by Elaine Stewart. She advised that the chips have been placed at Meldrum Bar Park on the playground, and a grand opening is scheduled for February 28<sup>th</sup> at 3:00 p.m. The final step for the Robin Hood Park improvement is the swing installation and removal of old structure. Upgraded park items such as tables, benches, and garbage cans have arrive and put together and are waiting for installation. At the next Parks and Recreation Board meeting, they will be discussing considerations for new park projects. Unrelated to parks, Councilor Reichle mentioned a fundraising event for Gladstone Food Pantry at High Rocks Restaurant on February 17<sup>th</sup> from 1:00-4:00 p.m.

**Councilor Alexander:** He thanked Scott Johnson from Public Works who took steps to catch some vandals defacing property so they will be held accountable for the damage. He appreciated Chief Schmerber's explanation in his report about Measure 110 and what they are trying to do to adjust and clean it up.

**Councilor Garlington:** She echoed Councilor Reichle's mention of the Food Pantry fundraiser. She met with Clackamas Fire alongside Councilor Alexander and Administrator Betz, and they were all excited to have them as part of the Gladstone community. A Clackamas County Library meeting will be held on February 15<sup>th</sup> at Oak Grove Library. She thanked the meal delivery team for their help during the storm. She added that the nonprofit Pickleball group is accepting applications for the year.

**Councilor Huckaby:** She thanked Chief Schmerber for his opening remarks and monthly report as well as offering appreciation to Yvonne McNeil for her hard work with the community. She reported on her attendance at the 3-day workshop *Reframing Racism* held at the Center for Equity and Inclusion in Northeast Portland. She will be meeting with some members of the Gladstone High School Leadership Team on February 14<sup>th</sup> along with Councilor Roberts and Administrator Betz. She reminded everyone that February is Black History Month and encouraged conversations within the community and support of black-owned businesses.

**Mayor Milch:** He recently had some opportunities to engaged with the schools where he participated in mock interviews with high school students and was invited to read to a kindergarten class. He mentioned that their cheerleading team won the state championship for the fifth year in a row for the 4A, 3A, 2A, and 1A class of competitive cheer at the championships held at Oregon City High School. He is on a couple of subcommittees working on transportation and housing issues at the state level. Governor Kotek introduced Senate Bill 1537 that set a goal of adding 36,000 housing units in the next 10 years in hopes that the increase in supply will impact affordability. Locally, he has seen people in Gladstone come to the Planning Department looking for creative ways to add more housing to the area by turning single-family lots into multi-family spaces with duplexes and/or triplexes.

**ADJOURN:**

*Councilor Huckaby made a motion to adjourn. Motion was seconded by Councilor Garlington. Ms. Bannick took a roll call vote: Councilor Huckaby – yes. Councilor Alexander – yes. Councilor Reichle – yes. Councilor Cook – yes. Councilor Garlington – yes. Mayor Milch – yes. Motion passed with a unanimous vote.*

Meeting was adjourned at 8:54 p.m.

Approved by the Mayor this 12<sup>th</sup> day of March, 2023.

ATTEST:



Michael Milch, Mayor



Tami Bannick, City Recorder

