



**GLADSTONE CITY COUNCIL WORK SESSION AGENDA  
CIVIC CENTER COUNCIL CHAMBERS  
September 26, 2023 - 5:30 PM**

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**5:30 p.m.**  
CALL TO ORDER  
ROLL CALL  
FLAG SALUTE

The City of Gladstone is abiding by guidelines set forth in House Bill 2560, which requires the governing body of the public body, to extent reasonably possible, to make all meetings accessible remotely through technological means and provide opportunity for members of general public to remotely submit oral and written testimony during meetings to extent in-person oral and written testimony is allowed. Therefore, this meeting will be open to the public both in person and virtually using the Zoom platform.

Please click the link below to join the webinar:  
<https://us06web.zoom.us/j/86522711056?pwd=nTqO3k6Ck8mgovENAtEEVnuNsacYYw.pBcF5ckNMHO3OI2w>

Passcode: 529698

Or One tap mobile :

+13462487799,,86522711056#,,,,\*529698# US (Houston); +16694449171,,86522711056#,,,,\*529698# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 346 248 7799 US (Houston); +1 669 444 9171 US

Webinar ID: 865 2271 1056

Passcode: 529698

The public is welcome to attend the Work Session in person, or on-line however, no public comment will be allowed.

**WORK SESSION**

- 1. PRESENTATION FROM OREGON CITY OFFICIALS ON THE YOUTH COUNCIL – Oregon City Mayor Denyse McGriff and Oregon City Commissioner Adam Marl**

**ADJOURN**

**Upcoming Meeting Dates:**

- October 10, 2023 – Regular City Council Meeting- 6:30 p.m.
- October 24, 2023 – City Council Work Session

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**MEETING ACCESSIBILITY SERVICES AND AMERICANS WITH DISABILITIES ACT (ADA) NOTICE**

The Civic Center is ADA accessible. Hearing devices may be requested from the City Recorder at least 48 hours prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder at [bannick@ci.gladstone.or.us](mailto:bannick@ci.gladstone.or.us). Staff will do their best to respond in a timely manner and to accommodate requests.

# City of Gladstone Staff Report

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Report Date: September 19, 2023  
Meeting Date: September 26, 2023  
To: Gladstone City Council  
From: Jacque Betz, City Administrator

## AGENDA ITEM

Presentation from Oregon City Officials on the Youth Advisory Committee

## BACKGROUND

One of the Gladstone City Council's adopted goals is to enhance communications and engagement with the community and increase involvement for all. Specifically they are interested in exploring a Youth Advisory Council.

Oregon City recently created a Youth Advisory Council and Oregon City Mayor Denise McGriff and Oregon City Commissioner Adam Marl agreed to come to the City Council and present their program.

## STAFF RECOMMENDATION

There is no staff recommendation. The presentation is for informational purposes only.

Department Head  
Signature

Date

 9/20/23  
City Administrator  
Signature

Date

ORDINANCE NO. 23-1003

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**AN ORDINANCE OF THE CITY OF OREGON CITY REVISING THE CITY CODE TO ALLOW ADDITIONAL MEMBERS TO BE APPOINTED TO THE YOUTH ADVISORY COMMITTEE**

**WHEREAS**, The City Commission created the Youth Advisory Committee (YAC) under Ordinance No. 22-1006; and

**WHEREAS**, Staff has proceeded to advertise and recruit for its first members; and

**WHEREAS**, The current version of the Oregon City Municipal Code (OCMC) 2.62.020 limits the membership to nine members; and

**WHEREAS**, The City Commission wishes to increase the potential number of applicants potentially appointed to the YAC.

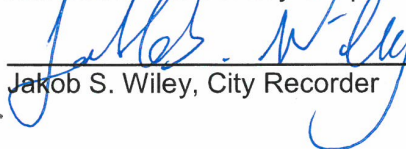
**NOW, THEREFORE, OREGON CITY ORDAINS AS FOLLOWS:**


**Section 1.** OCMC 2.62.020 is amended to add the words "at least" before the words "nine youth members" as shown as underlined text in Exhibit A to this ordinance.

Read for the first time at a regular meeting of the City Commission held on the 15th day of March 2023, and the City Commission finally enacted the foregoing ordinance this 5th day of April 2023.

  
DENYSEC. MCGRIFF  
Mayor

Attested to this 5th day of April 2023,

  
Jakob S. Wiley, City Recorder

Approved as to legal sufficiency:  
  
City Attorney

**Ordinance No. 23-1003 – Exhibit A**

Chapter 2.62 – Youth Advisory Commission

2.62.010 – Created.

There is created a youth advisory commission for the City of Oregon City having the duties and responsibilities provided in this chapter.

2.62.015 – Purpose.

The Oregon City youth advisory commission is created to provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The youth advisory commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.

2.62.020 – Membership.

The youth advisory commission shall consist of at least nine youth members and one non-voting city commissioner to be appointed by the Mayor:

- A. Members of the youth advisory commission shall be high school students at the time of swearing in and shall reside within the city limits of Oregon City.
- B. Any vacancy shall be filled by the mayor, at their sole discretion, for the unexpired portion of the vacated term.
- C. The term of service shall be considered from September through June and there are no term limits.
- D. Appointed youth advisory commission members may be re-appointed for a second term without an interview at the discretion of the mayor. A youth advisory commission member must participate in a recommitment interview with the mayor after serving two consecutive terms.
- E. The chairperson, vice chairperson and all new members shall be sworn in by the youth advisory commission city commissioner at the first regular meeting of the term.

2.62.030 – Election of officers.

The youth advisory commission, at the beginning of each term, shall elect a chairperson and vice chairperson, who shall hold the positions for one term of service. The chairperson and the vice chairperson shall be a junior or senior in high school.

2.62.040 – Chairperson

The chairperson is responsible for running the youth advisory commission meetings, assigning tasks and working with the staff to set the upcoming agendas.

2.62.050 – Vice Chairperson.

The vice chairperson is responsible for taking meeting minutes and providing financial updates as applicable.

2.62.060 – Quorum and Meetings.

- A. A majority of appointed members shall constitute a quorum.
- B. If a quorum is present, all matters shall be decided by a vote of the majority present.
- C. The youth advisory commission shall meet once a month.
- D. All meetings shall be open to the public and public meeting laws shall apply.

2.62.070 – Youth Advisory Committee Member Responsibilities.

- A. Review and prepare strategies addressing issues of interest to students in the greater Oregon City community, including topics such as drug and alcohol abuse, bullying and driver safety or any other topic determined to be of importance by the youth advisory commission.
- B. Members shall participate in an annual goal-setting retreat at the beginning of each term.
- C. Members shall be responsible for completing tasks and projects as assigned.
- D. Members of the youth advisory commission shall attend at least three community service events per session.
- E. The youth advisory commission shall organize a minimum of one student town hall to hear from their peers and engage the larger Oregon City youth community.
- F. The youth advisory commission shall prepare an annual report at the end of the term to present to the city commission detailing the accomplishments, challenges, areas for improvement and goals for the future.

2.62.080 – Code of Conduct and Expectations

Members of the youth advisory commission shall be held to the highest standards of citizenship, scholarship and participation.

- A. Members may have no more than one unexcused absence or no more than two excused absences from youth advisory commission meetings. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.
- B. Absences may be made up for by attending a City of Oregon City commission, advisory board or committee meeting within 30 days of the absence.
- C. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.

- D. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, city commission member, staff liaison and the mayor with a goal of improving the performance and participation of the member.
- E. The mayor shall have the sole discretion to determine if a member shall be removed from the youth advisory commission.

#### 2.62.090 – Expenditures

The youth advisory commission shall have no authority to make any expenditure on behalf of the city or to obligate the city for payment of any sums of money unless the city manager or city commission, as appropriate, authorizes such expenditure.

ORDINANCE NO. 22-1006

**AN ORDINANCE ADOPTING THE CREATION OF THE YOUTH ADVISORY COMMISSION TO OREGON CITY MUNICIPAL CODE AS TITLE 2.62:**

**WHEREAS**, The City of Oregon City finds that well informed and engaged youth are necessary for a complete community that addresses the needs of all the community members; and

**WHEREAS**, the creation of the Oregon City Youth Advisory Commission will give local students a voice in their municipal government; and

**WHEREAS**, the Youth Advisory Commission will be guided by the belief that local involvement at a young age is crucial to ensuring a well-informed and engaged citizenry in the future; and

**WHEREAS**, the creation of the Youth Advisory Commission will provide an opportunity for members to gain knowledge about governance, build leadership skills, create programs to engage the youth of the Oregon City area, and to partipate in community progams that benefit the community;

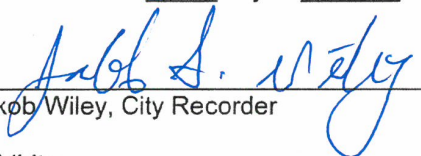
**NOW, THEREFORE, THE CITY OF OREGON CITY ORDAINS AS FOLLOWS:**

The City hereby creates and adopts the Youth Advisory Commission into Section 2 of the Oregon City Municipal Code, which is attached hereto as Exhibit 'A'.

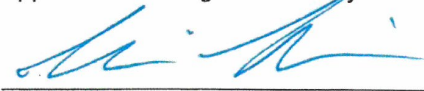
Read for the first time and second time at a regular meeting of the City Commission held on the 21st day of September 2022 and the City Commission finally enacted the foregoing Ordinance this 5th day of October 2022.

  
Denyse C. McGriff, Mayor

Attested to this 5<sup>th</sup> day of October 2022:

  
Jakob Wiley, City Recorder

Approved as to legal sufficiency:

  
City Attorney

Exhibits:  
Exhibit A – Section 2.62 of the Oregon City Municipal Code

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