

**CITY OF SILVERTON
CITY COUNCIL WORK SESSION MEETING MINUTES**



Council Chambers 421 S. Water St. and Zoom Web Conference Platform

December 18, 2023, 7:26 pm

I. OPENING CEREMONIES – Call to Order & Roll Call

Mayor Freilinger called the meeting to order at 7:26 p.m. The City Council and staff were present both in person and through the virtual meeting platform Zoom. Mayor Freilinger explained the meeting was being held in a hybrid format, pursuant to City of Silverton Resolution 22-06, adopted March 7, 2022.

<u>Present</u>	<u>Absent</u>	
<u>X</u>	<u> </u>	Mayor Jason Freilinger
<u> </u>	<u>Excused</u>	Council President Elvi Cuellar Sutton
<u>X</u>	<u> </u>	Jess Miller
<u>X</u>	<u> </u>	April Newton
<u>X</u>	<u> </u>	Eric Hammond
<u>X</u>	<u> </u>	Marie Traeger
<u>X</u>	<u> </u>	Matt Gaitan

STAFF PRESENT:

City Manager Cory Misley, Deputy City Manager/Finance Director Kathleen Zaragoza, Community Development Director Jason Gottgetreu, Public Works Director Travis Sperle, Chief of Police Jim Anglemier, Assistant to City Manager/Human Resources Coordinator Tammy Shaver

II. DISCUSSION

2.1 Community Center Lease and YMCA Partnership – City Manager Cory Misley

City Manager Cory Misley asked Council for direction regarding the City’s future role with the Community Center building. Currently, the City is the lessee of the building from the Oregon Military Department. The lease will expire March 31, 2024. The Military Department is willing to continue partnering with the Silverton Community to keep the building available for programs. Misley wants Council to provide input regarding the duration of the City’s lease, should it be extended, the City’s role, and what level of involvement does Council want both financially and in staff hours. Misley said we want to be able to communicate our direction and to manage expectations clearly and appropriately. The City has not fully responded to YMCA proposal from June/July 2023.

Councilor Traeger clarified Misley wanted direction from Council on moving forward and wanted to know the deadline.

Misley responded, if the City wants to extend its lease agreement with Oregon Military Department new language would have to be drafted to that effect. If the City did not want to pursue that option, it would expire, and we would need to notify and connect with whoever will take it over. Council would need to decide if they would like to provide financial support to the YMCA, if so, it could be a grant agreement with terms and conditions. It comes back to alternatives and which one Council feels most confident and comfortable in. Misley said he hopes to finalize this in January, February at the latest.

Councilor Miller asked about the options the YMCA proposed, saying they may not be mutually exclusive. Miller stated the YMCA proposal and the component of funding from the Marion County Grant could work together.

Councilor Gaitan expressed his concern about maintenance. He asked if the YMCA was going to maintain the building. Gaitan said the City should not be responsible for the maintenance.

Misley responded by reading an excerpt from the YMCA proposal requesting the City remain a partner in the maintenance of the building.

Gaitan said from his perspective it is preferred the YMCA primarily own the repairs to the building, we could support by agreeing with the thirty thousand dollars (\$30,000) in some shape or form. Gaitan said, we're moving into the Civic Center and having this building under our purview doesn't make sense.

Councilor Traeger said this is our community building and she is in favor of the YMCA taking on the lease and for us to partner with them.

Councilor Newton asked if Council was deciding if the City is giving up the lease. She said if that is what is being decided then it needs to be determined if the City will relinquish the lease and if so, how will we step out and then a decision needs to be made whether to partner with the YMCA.

Councilor Hammond said he supports the YMCA and believes it is time the City should be out of the lease. He asked about the Community Prosperity Initiative (CPI) grant.

Misley explained the grant is kind of done in three (3) year intervals. He inquired of Marion County who reasonably expects that to continue.

Councilor Miller said he was initially reluctant to let go of the lease of the Community Center because there were no formalized plans but with the YMCA's proposal, he supports it. He asked if the Military Department would assist with the repairs.

Misley responded, they have no interest in doing so.

Mayor Freilinger expressed his thoughts. He said he agrees with Councilor Hammond, and supports the YMCA and tenants but does not want the City to have involvement. He is open to looking at assisting with funding to help the YMCA however, he does not support being involved with the lease or any long-term obligations.

Mayor Freilinger does want to see Marion County Women, Infants and Children (WIC), Silverton Area Community Aid (SACA), and the Elizabeth Hoke Foundation find and get into their new homes. He does not like the term "partnership" and said the partnership would be the funds we're putting forward. He thinks if something cannot be worked out with the YMCA then the City should lease it for an additional three months, so SACA can get moved into their new home, with the understanding at the end of the three (3) months, the City will completely vacate and will not make any more deals.

A discussion ensued regarding the YMCA's request for thirty-thousand dollars (\$30,000) to help them take over and start their own fundraising efforts. The consensus was the YMCA requested the funds upfront rather than spreading it over the three (3) years.

Deputy City Manager/Finance Director Kathleen Zaragoza suggested a fifteen thousand dollar (\$15,000) grant this year (prior to the end of the fiscal year, June 30, 2024) and another fifteen thousand dollars (\$15,000) next year (after the beginning of the next fiscal year, July 1, 2024) which would make a total of thirty thousand dollars (\$30,000.) in 2024.

The Council agreed this was a good outside-of-the-box possibility.

2.2 City Boards, Commissions, and Task Forces – City Manager Cory Misley

City Manager Cory Misley started by talking about his “onboarding” over the past two months. Misley pointed out we have what amounts to a manual about our Boards and Committees. He has been dialoging with the Board and Committee Chairs and one of the conversation points as laid out in the City’s Citizen Board and Committee Manual, says, “The duration of the task force and the scope of the work are limited to a specific assignment. After completion of the assignment, the task force will be disbanded...” Misley continued, both the Homeless and Housing and the Diversity, Equity, and Inclusion (DEI) task forces are not currently meeting the criteria in the handbook. Misley went on to say, each meeting takes considerable staff time to prepare for and one of the philosophies he wants to instill is at each of these meetings either he, a Department Head, or a member of management team is present.

Misley reassured everyone that houselessness or homelessness and diversity, equity, and inclusion are important topics to the City. The question is do we still need a standing task force to meet a specific assignment or outcome. With Council goals coming up in a month or so, he would like Council to consider whether it makes sense to disband those task forces.

Councilor Traeger talked about “disappearing committees” when they served their purpose they were gone. She supports disbanding the task forces.

Councilor Miller asked if Councilor Sutton has been contacted as the Chair of the DEI task force. Misley said he has been in communication with Councilor Sutton and, he paraphrased, the conversations he has had with her have been in line with what he discussed.

Mayor Freilinger brought up the Parks Task Force as the most active task force on the list, he further stated it is the perfect example of something meant to sunset. It was created for a specific reason and will sunset sometime next year. Mayor Freilinger reminded everyone both of those committees/task forces have had discussions about whether they should propose to self-disband. He thinks it is a sign when the committee itself questions whether it should continue to exist.

Mayor Freilinger said he would like to see a better definition of what it means to be a standing committee and what it means to be a task force with a specific mission. He feels City Manager Misley is already thinking about this topic for future meetings. Over the years he thinks it has become muddled and there should be clarification and differentiation between the two.

The Council agreed with sunsetting the DEI, and the Homeless and Housing Task Force committees.

III. Council Communications

Councilor Gaitan said he’s been thinking about performance management. He said with moving into a new building, he didn’t know the process used by the City Manager to evaluate staff. He wanted to know if something was going to be put in place or if there is currently performance management in place.

City Manager Misley responded he could put together an email which outlines what the Employee Handbook says as it relates to performance evaluations. The process works its way down from the City Manager to the Department Heads, Department Heads to the Supervisors, and the Supervisors to others in their respective departments and divisions.

Councilor Traeger wanted to talk about some “cool” community things. She brought up the Elizabeth Hoke Celebration which was a success with a lot of families in attendance. The high school had a Career Fair with over fifty (50) local representatives educating students on possible careers in the area. Ten (10) students accepted job offers on the spot. In the spring they will hold a Job Fair and jobs will likely be offered to high school seniors. Traeger was pleased to be a part of this and watch how the community was working together.

Councilor Miller wanted to discuss parking availability with the Civic Center opening. Miller would like to look ahead and have the parking spot on the northeast side of Water and Pine Streets, the one touching the crosswalk, re-stripped. Miller also wanted to remind everyone of the Space Force Flag dedication on Wednesday, December 20, 2023.

Councilor Hammond brought up the Environmental Management Committee (EMC) which for two (2) months in a row has cancelled the meeting. They are getting the Tree Code ready which is now in staff's hands, and Hammond said a lot of progress has been made.

Mayor Freilinger reminded everyone of the Parks and Rec Task Force Community Event which took place at the Senior Center. He went on to say he was pleased with the attendance, enthusiasm, and energy. He is anxious for the Affordable Housing Task Force meeting on December 19, 2023. Mayor Freilinger stated there are some proposals or Requests for Qualifications (RFQ) they will be looking at during the meeting, these proposals are people saying these are our qualifications and we would like to work with you.

The Urban Renewal Advisory Committee had their survey out to the community and the Mayor was pleased to hear there were many responses. Jason Gottgetreu, Community Development Director, stated there were over five hundred (500) responses. Mayor Freilinger said he is very interested to hear the results of the survey. He said it is great to see progress on all the projects which were a part of our goals for this year. Mayor Freilinger reiterated he is really interested in the community feedback.

ADJOURNMENT

A motion was made by Councilor Miller to Adjourn. Meeting Adjourned at 8:17 pm.

Respectfully submitted by:

/s/Tammy Shaver – Assistant to the City Manager/Human Resources Coordinator