



CITY COUNCIL AGENDA

December 10, 2018

Regular meeting

CITY COUNCIL CHAMBERS, CITY HALL
 29592 ELLENSBURG AVE
 GOLD BEACH OR 97444

Call to order: Time: _____

- 1. **The pledge of allegiance**
- 2. **Roll Call:**

	Present	Absent
Mayor Karl Popoff		
Council Position #1 VACANT		
Council Position #2 Larry Brennan BEGINNING VOTE		
Council Position #3 Becky Campbell		
Council Position #4 VACANT		
Council Position #5 Tamie Kaufman		
City Administrator Jodi Fritts		
Student Liaison Vacant		

- 3. **Special Orders of Business:**
 - a. Swearing in of newly elected Councilors
 - b. Possible appointment of Planning Commission member
 - c. Mayor’s Proclamation regarding Ballot Measure #8-94

- 4. **Consent Calendar:**
None Scheduled

- 5. **Citizens Comments**
As presented to the Mayor at the beginning of the meeting

- 6. **Public Hearing**
None Scheduled

- 7. **Citizen Requested Agenda Items**
 - a. Request from ASCEND after school program to utilize Buffington Park after closing

- 8. **Public Contracts and Purchasing**
None Scheduled

- 9. **Ordinances & Resolutions**
None Scheduled

The City of Gold Beach is dedicated to enhancing quality of life, while promoting health, safety, and welfare of our citizens, businesses, and visitors in the most fiscally responsible manner. In doing this, the City will respect the past, respond to current concerns, and plan for the future, while maintaining environmental sensitivity in our beach oriented community

- 10. Miscellaneous Items (including policy discussions and determinations)**
 - a. Monthly report to Council from GBMS Coordinator, Ariel Kane
 - b. *Monthly Update of City Strategic Plan Goals – work that has been planned or accomplished towards Goals: **MONTHLY REVIEW TO RESUME IN JANUARY***
 - c. Policy discussion regarding requests for meeting/hearing sign-in sheets
 - d. Request to discuss addition(s) to Council Rules (*currently adopted as Resolution R1314-08*)

- 11. City Administrator’s Report**
To be presented at meeting

- 12. Mayor and Council Member Comments**
 - a. Mayor Karl Popoff
 - b. Councilors
 - 1) VACANT
 - 2) Larry Brennan
 - 3) Becky Campbell
 - 4) VACANT
 - 5) Tamie Kaufman

- 13. Citizens Comments**
As permitted by the Mayor

- 14. Executive Session**
None Scheduled

The Council will meet as the Urban Renewal Agency on Monday, January 7th, 2019 at 6:30PM.

The next regularly scheduled City Council meeting is **Monday, January 14th, 2019 at 6:30PM** in the Council Chambers of City Hall, 29592 Ellensburg Avenue, Gold Beach, Oregon.

15. Adjourn Time: _____

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SPECIAL ORDERS OF BUSINESS



GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. **3 a.**
Council Meeting Date: December 10, 2018

TITLE: Swearing in of newly elected Councilors

SUMMARY AND BACKGROUND:

Pursuant to Sections 28 and 29 of the City Charter, Mayor Popoff will swear in the newly elected Councilors: Summer Matteson and Anthony Pagano, terms to begin on December 15th, 2018.



GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. **3 b.**
Council Meeting Date: December 10, 2018

TITLE: Possible Planning Commissioner Appointment

SUMMARY AND BACKGROUND:

There are currently only 3 members on our 5 member Planning Commission. When Summer Matteson takes office as a Councilor on December 15th that will leave her position #1 vacant, and we will no longer have a quorum to conduct planning business. We had discussed the possibility of approaching those persons that ran in the November election to see if they might be interested in serving in any of the vacant commission/committee positions. The Mayor and Councilor Kaufman approached one of the November candidates about their interest in serving on the Planning Commission. It appears they may be interested. This item was placed on the agenda in the event the Mayor wishes to appoint them in December. More details to be discussed at the Monday meeting.



GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. 3 c.
Council Meeting Date: December 10, 2018

TITLE: Mayor's Proclamation on Election Measure #8-94

SUMMARY AND BACKGROUND:

Pursuant to City Code Section 1.210(7)(a), the Mayor shall issue a proclamation recapitulating the vote on an election measure and declaring number of votes regarding the measure.

Measure #8-94, was a measure placed before the voters on the November 6th ballot regarding a local fuel tax to fund street maintenance within the City. The measure failed.

Attached is a copy of the official canvass of votes from the Curry County Clerk's office and the proclamation the Mayor will read. Pursuant to the City Code section cited above, the proclamation was published in the Saturday, December 8th edition of the Curry Coastal Pilot.



**MAYOR'S PROCLAMATION
ON BALLOT MEASURE 8-94**

WHEREAS, Resolution R1819-01: a resolution of the City of Gold Beach to submit to the voters of the City a measure concerning imposing a tax on motor vehicle fuel sales within the City was passed by the Council on July 9, 2018; and

WHEREAS, the proposed motor fuel tax was placed on the November 6, 2018 ballot as Measure 8-94; and

WHEREAS, Pursuant to City Code Section 1.210(7) (a) the Mayor shall issue a proclamation on the ballot measure results immediately following the election; and

WHEREAS, the November 6, 2018, election results for Measure 8-94 as certified to the City by the Curry County Elections Division were:

1026 total votes were cast regarding ballot measure 8-94
384 voters were in favor of the measure (YES votes)
642 voters were NOT in favor the measure (NO votes)

Based on the official canvass of votes provided by the Curry County Elections Division (attached to this proclamation), I Karl Popoff, Mayor of the City of Gold Beach proclaim the following:

The voters of the City of Gold Beach DID NOT APPROVE Ballot Measure 8-94: Imposing a tax on motor vehicle fuel sales on the November 6, 2018 General Election.

Ordinance No. 667 does not go into effect due to the voter rejection of Measure 8-94.

DATED this 10th day of December, 2018

Karl Popoff, Mayor

Publish: December 8, 2018 newspaper edition



Reneé Kolen
Curry County Clerk

Recording Division
Elections Division

29821 Ellensburg Avenue, 2nd Floor Courthouse
Mail To: 94235 Moore Street, Suite 212
Gold Beach, OR 97444
(541) 247-3295
(800) 243-7620
(541)-247-9361 Fax
www.co.curry.or.us/Clerk

Date: November 26, 2018
To: City Election Authority
From: Shelley Denney, Supervisor of Elections
Subject: Election Abstract

Per ORS 254.545(3) enclosed is the Election Abstract for the November 8, 2016 General Election.

Should you have any questions please feel free to contact our office.

Sincerely,

A handwritten signature in blue ink that reads "Shelley Denney".

Shelley Denney, C.R.A., C.E.A.
Chief Deputy County Clerk

**City of Gold Beach — Official
Curry County, Oregon — General Election — November 06, 2018**

Page 1 of 2

11/26/2018 09:42 AM

Total Number of Voters : 11,727 of 17,016 = 68.92%

Number of District Voters: 1,053 of 1,575 = 66.86%

Precincts Reporting 27 of 27 = 100.00%

District Precincts Reporting 2 of 2 = 100.00%

Party	Candidate	Absentee/NA	Ballots Cast	Total
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City of Gold Beach, Council, Position 1, Vote For 1

II	Deborah Lewis	0 0.00%	126 15.22%	126 15.22%
II	Bernice Torrez	0 0.00%	210 25.36%	210 25.36%
II	Summer Matteson	0 0.00%	482 58.21%	482 58.21%
	Write-Ins	0 0.00%	10 1.21%	10 1.21%
Cast Votes:		0 0.00%	828 78.63%	828 78.63%
Over Votes:		0 0.00%	0 0.00%	0 0.00%
Under Votes:		0 0.00%	225 21.37%	225 21.37%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	1,053	1,575	66.86%

City of Gold Beach, Council, Position 3, Vote For 1

II	Anthony Pagano	0 0.00%	441 52.25%	441 52.25%
II	Becky Campbell	0 0.00%	397 47.04%	397 47.04%
	Write-Ins	0 0.00%	6 0.71%	6 0.71%
Cast Votes:		0 0.00%	844 80.15%	844 80.15%
Over Votes:		0 0.00%	0 0.00%	0 0.00%
Under Votes:		0 0.00%	209 19.85%	209 19.85%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	1,053	1,575	66.86%

City of Gold Beach, Council, Position 5, Vote For 1

II	Amy Gaddis-Parker	0 0.00%	398 44.92%	398 44.92%
II	Tamie Kaufman	0 0.00%	478 53.95%	478 53.95%
	Write-Ins	0 0.00%	10 1.13%	10 1.13%
Cast Votes:		0 0.00%	886 84.14%	886 84.14%
Over Votes:		0 0.00%	0 0.00%	0 0.00%
Under Votes:		0 0.00%	167 15.86%	167 15.86%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	1,053	1,575	66.86%

**City of Gold Beach — Official
Curry County, Oregon — General Election — November 06, 2018**

Page 2 of 2

11/26/2018 09:42 AM

Total Number of Voters : 11,727 of 17,016 = 68.92%

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Precincts Reporting 27 of 27 = 100.00%
District Precincts Reporting 2 of 2 = 100.00%

Party	Candidate	Absentee\NA	Ballots Cast	Total
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City of Gold Beach Measure 8-94 Adoption of Tax on Motor Vehicle Fuel Dealers., Vote For 1

II	YES	0 0.00%	384 37.43%	384 37.43%
II	NO	0 0.00%	642 62.57%	642 62.57%
Cast Votes:		0 0.00%	1,026 97.44%	1,026 97.44%
Over Votes:		0 0.00%	0 0.00%	0 0.00%
Under Votes:		0 0.00%	27 2.56%	27 2.56%

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
2	2	100.00%	1,053	1,575	66.86%

I certify the votes recorded on this abstract correctly summarize the tally of votes cast for the

November 6, 2018 Election.

Shelley Denney

Renee Kelen, Curry County Clerk

By: Shelley Denney,

Chief Deputy County Clerk

Dated this 26th day of

November 2018



CITIZEN REQUESTED AGENDA ITEMS



GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. 7. a.
Council Meeting Date: December 10, 2018

TITLE: Request from ASCEND Program to utilize Buffington Park after hours

SUMMARY AND BACKGROUND:

Karlie Wright, ASCEND Program Director, has made the following request:

ASCEND-After School Commitment to Education and Development may occasionally host laser tag or glow in the dark events, such as capture the flag, night tag, etc. Because the park property is so close to the library, it would be a convenient and fun location for these things. I understand the hesitation because of liability, but everyone signs a release and statement of risk assumption. These events would not be coordinated last minute, they would be planned and have a limit to the number of participants. A lot of things have to align to even consider these activities, weather and temperature, etc. I appreciate your willingness to consider and would be happy to come present and give an overview of the really great things we are doing as a program! We are always looking for additional Community Service opportunities as well.

Sincerely,
Karlie Wright, Program Director
ASCEND
Curry Public Library

For your reference, I've attached some info about the ASCEND program to this report.

Section 5.700 Park Rules & Regulations (19) states:

"No person other than law enforcement officers or authorized city personnel, shall enter or remain in any park area during the period between one hour after sunset and one hour after sunrise."

Basically no one is permitted in the park one hour after dark and not until one hour after the sun comes back up. I conferred with the Public Works Superintendent and staff's only concern regarding this request is the east end of the park that is heavily wooded. Even with vigilance by our police department, we have had issues with illegal drug/other nasty activities in the less



**SECTION 7.
CITY REQUESTED AGENDA ITEMS**

visible and more wooded areas of the park. We don't want to inadvertently expose kids to this possible risk after dark.

Staff's recommendation is that any after-dark activities authorized by the Council be conducted in the area from the pavilion west to Harlow road (by the baseball diamond). This area is more open and well lighted and less conducive to possible improper/illegal behavior.

COUNCIL ACTION REQUESTED:

Discuss and determine whether the Council wishes to grant the request, and if so, will any conditions be placed on the approval.

ASCEND After School Program

 currypubliclibrary.org/services-after-school-program

[Catalog](#) | [Login](#)

- [About](#)
- [Books, Movies, Music](#)
- [Research & Learning](#)
- [Services](#)
- [For You](#)
- [Events](#)
- [Community](#)

Program Overview

In July 2018, after a competitive application process, Curry Public Library received a 5-year 21st Century Community Learning Center grant from the Oregon Department of Education to provide safe, structured, and supervised quality after school programming for students in 6-8 grade. Curry Public Library was the only library to receive one of these grants, and was one of only 24 programs in the state to receive funding.

The After School Commitment to Education and Development (ASCEND) Program is a collaboration between Curry Public Library and Central Curry School District. Programming will: 1) provide opportunities for enrichment and tutoring to help students meet state standards in language arts and mathematics through structured study time and tutoring assistance, 2) work with community partners to offer an array of programs and activities to broaden horizons and promote exploratory learning, 3) help students navigate the transition from middle to high school through a bridge program, and 4) promote meaningful dialogue with students' families, including opportunities for parents and guardians to develop necessary skills to actively participate in students' academic lives.



Nights” with focus on STEM, Literacy, and Arts and Culture. Finally, the program will host quarterly listening sessions to gauge wants and needs of families to realign our program as needed.

Program Schedule

The ASCEND program will begin in October. Stay tuned for the starting date and exact hours. Once started, the program will operate on Monday – Friday. Bussing and snacks will provided for registered participants.

Program Staff

- Program Director: Karlie Wright – karlie@cplib.net
- Program Assistants: TBD

Sign Up to Attend the Program

Coming soon.

Volunteer

If you are interested in being a mentor, tutor, or providing specific enrichment activities, please contact Karlie Wright at karlie@cplib.net.

CONTACT INFO

currylibrary@cplib.net

541-247-7246

541-247-4411

94341 3rd St, Gold Beach, OR 97444

Facebook

LIBRARY HOURS

Monday - Thursday - 10:00 am-7:00 pm

Friday & Saturday: 10:00 am-5:00 pm

Sunday: 12:00 pm-4:00 pm



MISC. ITEMS

(Including policy discussions and determinations)



SECTION 10.

MISC. ITEMS (including policy discussions and determinations)

GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. 10. a.

Council Meeting Date: December 10, 2018

TITLE: Monthly GBMS Coordinator Report to Council

SUMMARY AND BACKGROUND:

GBMS Coordinator, Ariel Kane, will be reporting on the activities of the city-sponsored RARE participant and GBMS activities as they relate to the city and Urban Renewal.

COUNCIL ACTION REQUESTED:

No action needed FYI only

LOCAL

The South Coast Development Council, Inc (SCDC)

The SCDC services can include locating grants/funding options, marketing and coordination (e.g. negotiating agreements, purchase and leases, business and succession planning, training, filling vacancies, etc.), and more. They also sponsor confidential discussion groups where businesses can discuss sensitive issues and get ideas on how to resolve them hoping to support local businesses and cultures a successful and vibrant business environment. More information can be found through Sam Baugh, Executive Director, 541-888-7003, info@sdcinc.org

Southwestern Small Business Dev. Center (SBDC)

From Small Business Management training, business plan strategy consulting, and help with marketing, the SBDC has services and highly qualified staff accessible at the Southwestern Oregon Community College. More information can be found at 541-888-7182

Coos Curry Douglas Development Council

CCD can help to develop projects, organize One-Stop Meetings to connect with organizations that fund projects, and provide administrative services such as Project Development, Grant/Project Application Writing, Meeting Development & Facilitation, Grant Administration/Project Administration, Labor Standards, CDBG Environmental Review Record and Community Involvement. More information can be found through CCD Coos Bay Branch, (541) 756-4101

Travel Oregon

Travel Oregon offers incentive programs and marketing support for qualifying Bike-Friendly Businesses. The Bike Friendly Business Program has free training and marketing offers for those who are interested, Hilary Sager, Product Development Coordinator, 971-717-6206, Hilary@TravelOregon.com



GOLD BEACH MAIN STREET

ARIEL KANE, Community Coordinator
29592 Ellensburg Ave
Gold Beach, Oregon

Phone: 541-247-7029 EXT. 110
E-mail: coordinator.goldbeachmainstreet@gmail.com

Oregon Main Street

Downtown Improvement

and Investment Incentives



Façade Restoration in Baker City, Oregon

FEDERAL

STATE

Federal Historic Preservation Tax Incentives

These tax credits, processed through the IRS, are geared toward community revitalization through the rehabilitation of historic buildings. There is a 20% credit for certified rehab of historic structures. The buildings must be income-producing and eligible for the National Register of Historic Places. More information can be found through the National Park Service and the IRS. Contact: Joy Sears, Special Assessment Tax Program & Restoration Specialist, 503-986-0688, joy.sears@oregon.gov.

National Trust Community Investment Corporation

NTCIC offers equity investments to support community building through historic, low income housing, solar, and new market tax credits at the federal and state level.. Submit projects to <https://ntcic.com/our-projects/submit-a-project/>.

National Trust Preservation Fund

Main Street public agencies and nonprofit organizations can access matching grants of about \$2,500-\$5,000 through the fund. Funds can be used for planning projects, obtaining professional expertise, or for education and outreach. Rehabilitation work must meet the Secretary of the Interior's Standards. Questions to grants@savingplaces.org.

Other National Trust grants for Main Street communities include the Hart Family Fund for Small Towns, the Cynthia Woods Mitchell Fund for Historic Interiors, and the Johanna Favrot Fund for Historic Preservation. Questions to grants@savingplaces.org.

Diamonds in the Rough Grant, Oregon SHPO

Provides up to \$20,000 in funds for the restoration or reconstruction of heavily altered building facades. Eligible buildings will feature historic facades concealed beneath newer materials or possess clear documentation of their original design. Ideally, buildings to which this grant is applied will be eligible for local or national designation. Contact: Kuri Gill, Grants and Outreach Coordinator, 503-986-0685, kuri.gill@oregon.gov.

Oregon Main Street Revitalization Grant, Oregon SHPO

Offers up to \$100,000 for preservation projects taking place within a Main Street district for a variety of rehabilitation and restoration projects, including energy efficiency upgrades, compatible new construction and, in some cases, the acquisition of historic properties. Contact: Sheri Stuart, Oregon Main Street Network Coordinator, 503-986-0679, Sheri.Stuart@oregon.gov.

Preserving Oregon Grant, Oregon SHPO

Available for properties listed on the National Register. Up to \$20,000 in funds may be provided for rehabilitation projects, and priority is given to public buildings with high interpretive value. Private properties, except those owned by nonprofit organizations, must possess exceptional significance and/or extraordinary public benefit to be eligible. Contact: Kuri Gill, Grants and Outreach Coordinator, 503-986-0685, kuri.gill@oregon.gov.

Oregon Cultural Trust: Cultural Development Grants

The Oregon Cultural Trust distributes grants annually to "Qualified Cultural Nonprofits", and serves heritage, history preservation, and humanities programs throughout the state. Grants have been used for partner preservation projects such as restoration, rehabilitation, and preservation planning. Contact: 503-986-0088, cultural.trust@oregon.gov.

The Kinsman Foundation Grant Program

Provides grants for a wide range of preservation, rehabilitation, restoration, and reconstruction projects. Preference is given to buildings listed on the National Register of Historic Places. Contact: 503-654-1668, grants@kinsmanfoundation.org.

Travel Oregon Competitive Small Grants

Awards up to \$20,000 for projects that enhance and promote tourism. Funding can be applied to strategic planning, feasibility studies, mapping, wayfinding signage, visitor amenities, marketing, and other projects. Contact: Salem Office 503-967-1560, Portland Office 503-967-1560, <http://industry.traveloregon.com/>.

Special Assessment of Historic Properties, Oregon SHPO

Historic properties can be assessed and taxed according to their existing value for a period of 10 years, regardless of any improvements made. This status allows a property owner to restore/rehabilitate a historic property without increasing assessed value for the given period. Properties must be on the National Register or in the nomination process, and must follow a pre-approved preservation plan. Applicants are encouraged to apply for the program before beginning work in order to ensure that the property is assessed at its lowest value, and some cases may apply for an additional 10 year assessment period. Contact: Joy Sears, 503-986-0688, joy.sears@oregon.gov.



Internationally Accredited
GUEST SERVICE TRAINING
AVAILABLE ONLINE AND IN-PERSON

HOSPITALITY VERSION

Guest Service *Gold*[®]
Tourism
OREGON EDITION



Participant's Workbook

Guest Service Gold Tourism: Oregon Edition

This course features seven principles of guest service delivery, illustrated through real stories of challenge and experience told by Oregon employees. Applicable to all hospitality-related organizations and their associates! View the introductory video at OregonGuestService.com

PRINCIPLES AND LOCATIONS

- 1. RECOVERY:** Turn it around
(Food Service/Attraction: Theory Restaurant at the Oregon Museum of Science and Industry)
- 2. PERSONALIZATION:** Provide an individualized experience
(Resort/Outdoor Recreation: Timberline Lodge & Ski Area)
- 3. KNOWLEDGE:** Be in the know
(Transportation Shuttle: Sheraton Portland Airport Hotel)
- 4. PASSION:** Inspire others
(Winery: St. Josef's Winery)
- 5. COMMITMENT:** Be all in
(Public Facility: Portland International Airport)
- 6. INCLUSION:** Include everyone
(Public Facility: Oregon Convention Center)
- 7. PERSONALITY:** Be yourself
(Information: Travel Oregon Welcome Center)

EXCLUSIVE FOR OCVA PARTNERS!

Financial support for individuals and coastal-based hospitality organizations interested in certifying their associates company-wide via in-person training is being offered through June 2019, or as funds last. For more information contact Arica Sears at the Oregon Coast Visitors Association at icom@thepeoplescoast.com

Guest Service *Gold*[®]

INTERNATIONALLY ACCREDITED CERTIFICATIONS

Industry Recognized Skill-Building Credentials for Career Pathways from Line-Level through Management Roles

	FRONT OFFICE	REVENUE MANAGEMENT	FOOD & BEVERAGE	HOUSE-KEEPING	MAINTENANCE	SECURITY	HUMAN RESOURCES	SALES
EXECUTIVE	CHA Certified Hotel Administrator							
DEPARTMENT HEAD	CRDE Certified Rooms Division Executive		CFBE Certified Food & Beverage Executive	CHHE Certified Hospitality Housekeeping Executive	CHFE Certified Hospitality Facilities Executive	CLSD Certified Lodging Security Director	CHT Certified Hospitality Trainer	
MANAGERIAL	CFDM Certified Front Desk Manager	CHRM Certified Hospitality Revenue Manager			CMM Certified Maintenance Manager			CHSP Certified Hospitality Sales Professional
SUPERVISOR	CHS Certified Hospitality Supervisor					CLSS Certified Lodging Security Supervisor	CHDT Certified Hospitality Department Trainer	
LINE	Certified Front Desk Representative		Certified Restaurant Server Certified Kitchen Cook Certified Breakfast Attendant	Certified Guestroom Attendant	Certified Maintenance Employee	Certified Lodging Security Officer		
	CGSP Certified Guest Service Professional							
SPECIALTY	CMHS Certified Master Hotel Supplier	CHE Certified Hospitality Educator	CHI Certified Hospitality Instructor	CSS Certified Spa Supervisor	CHTMP Certified Hospitality & Tourism Management Professional	CHIA Certification in Hotel Industry Analytics		

simplifying **SOCIAL MEDIA** for small business



Workshop Schedule

10:00am-12:00pm

Introduction to Social Media- Facebook, Websites, etc.

12:00pm – 1:00pm

Lunch provided by the Southwestern SBDC

1:00pm-3:00pm

Advanced Social Media

Facebook Advertising, Insights etc.

simplifying SOCIAL MEDIA

January 24, 2019, 10:00am – 3:00pm, 2110 Newmark Ave Rm 207

Trying to decipher social media can be challenging for anyone. Trying to understand how to best interact with customers on social media can be daunting! In a free workshop presented by a partnership of local organizations and social media experts, businesses can learn the basic elements of social media in an easy to understand, workshop format. The Oregon South Coast Regional Tourism Network (OSCRTN), Oregon State University Extension/SEA Grant,

the Southwestern Small Business Development Center, and Travel Southern Oregon Coast are working together with Yak Social to simplify the social media landscape. Participants will learn the basics of social media including why a business should be online, what is the difference between organic and paid advertising and much more!

Oregon Bike Friendly Business Program



Become a Bike Friendly Business and Enhance your Marketing Exposure to Cyclists

What is the Bike Friendly Program

Oregon loves bicyclists. That's why we're the first state in the nation to create a Bike Friendly Business program geared towards travelers. It serves as a recognition and training program aimed to:

- Help businesses understand the importance of Oregon's growing bike tourism industry
- Provide tips and tools for how businesses can be Bike Friendly
- Highlight businesses who commit to enhancing the Oregon biking experience for visitors and Oregonians

Why Your Business Should Participate

Bicycle-related tourism contributes \$400 million into Oregon's economy annually. By becoming Bike Friendly, your business will be primed to tap into this growing segment of the economy. This free program will give tourism-related businesses special recognition through Travel Oregon's marketing channels including TravelOregon.com and RideOregonRide.com. All participating businesses will receive a welcome packet with a Bike Friendly toolkit, stickers, window clings and the option to purchase a customized Bike Friendly sign.



Twin Bridges Scenic Bikeway, Central Oregon

RUSS ROCA



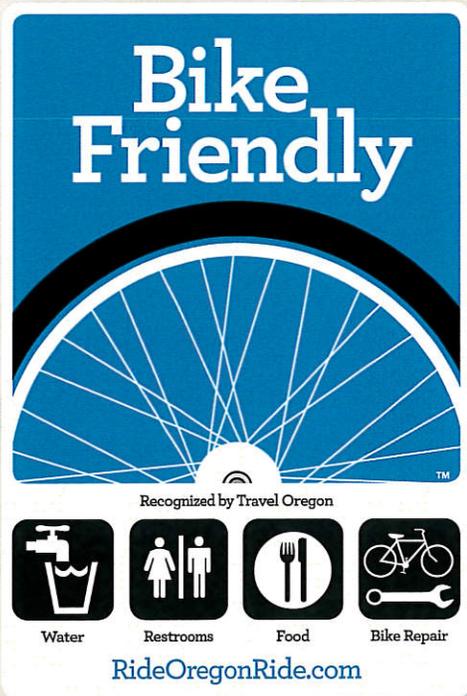
RUSS ROCA

All types of businesses who welcome cyclists, including lodging properties, are encouraged to apply for the program. Pictured: a farm stand along the Tualatin Valley Scenic Bikeway near Portland, and Seventh Mountain Resort near the Twin Bridges Scenic Bikeway in Central Oregon.



RICK OLSON

Showcase your business to bicyclists by prominently displaying your Bike Friendly sign. Pictured: Apex Bar in Portland features 50 beers on tap and even more bike racks.



Customize your Bike Friendly sign with the specific amenities your business offers.

Who Can Participate

All Oregon businesses are welcome to participate in the Bike Friendly Business program.

How to Get Recognized as Bike Friendly

Businesses need to follow these four simple steps:

1. Go to Industry.TravelOregon.com/BFB to learn about the program requirements and recommendations.
2. Watch the 3-part video/tutorial series.
3. Submit your application.
4. Once your business is recognized as Bike Friendly by Travel Oregon, purchase your sign and take advantage of your welcome packet materials.

If you have questions about Travel Oregon's Bike Friendly Business program, contact us at Development@TravelOregon.com or (971) 717-6203.

Become a Bike Friendly Business Today at Industry.TravelOregon.com/BFB



avelOregon.com



RideOregonRide.com

Bikes Mean Business



Oregon Tourism

Creating Meaningful Jobs, Driving Economic Growth

- Generates **\$10.8 billion** in direct travel spending
- Generates **105,500 jobs** in Oregon and indirectly another **54,800 jobs**
- Produces **\$466 million** in state and local tax revenue
- Is one of the three **largest export-oriented industries** in rural Oregon counties

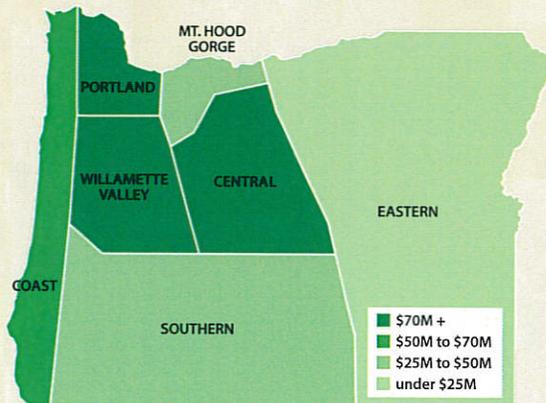
Oregon Travel Impacts: 1991-2015, Dean Runyan Associates



Time Warp Mountain Bike Trail, Ashland, Oregon

JUSTIN OLSEN

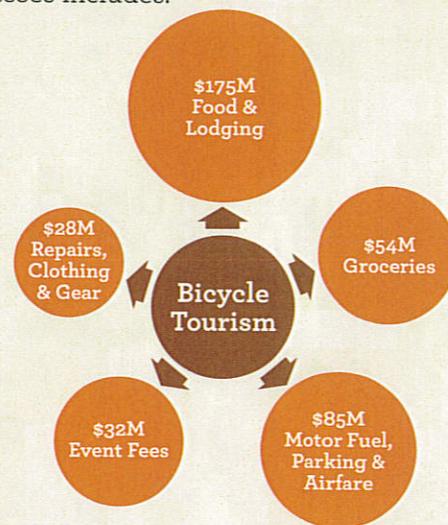
Total Bicycle-Traveler Trip Expenditures in Oregon by Region, 2012



Oregon Bicycle Tourism

Two-Wheeled Economic Significance is on a Roll

- Contributes **\$400 million** into Oregon's economy (\$1.1 million/day). Breakdown of benefits to Oregon businesses includes:



- Generates **4,600 jobs** and accounts for **\$102 million** in earnings
- Generates **\$18 million** in local and state tax revenue from lodging taxes, motor fuel and state income tax
- Travelers participating in bicycle tourism activities spend **\$124 more per trip** in Oregon (20% higher than all other traveler types)

The Economic Significance of Bicycle-Related Travel in Oregon: 2012, Dean Runyan Associates



Covered Bridges Scenic Bikeway

RUSS ROCA

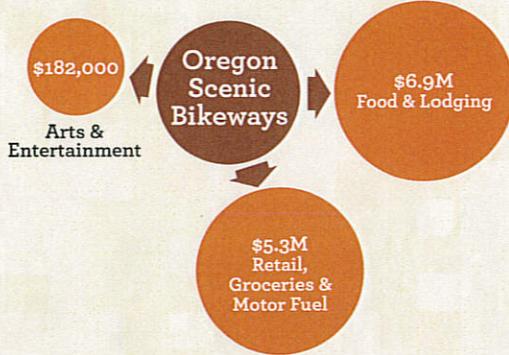
Bicycle Recreation + Infrastructure Investments = A Better Oregon

A Tangible Equation for Economic Vitality

Oregon is the only state in the nation with a **Scenic Bikeways program**—a superb collection of cycling routes that inspires people to experience Oregon’s natural beauty and cultural heritage by bicycle, and that offers economic and social benefits to the state’s communities and residents.



- In 2014, bicyclists made approximately **79,000 rides** on Oregon Scenic Bikeways
- Cyclists who rode Oregon Scenic Bikeways made expenditures of **\$12.4 million**. Breakdown of benefits to Oregon businesses includes:



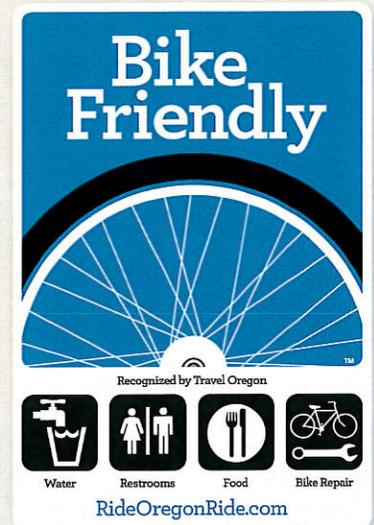
The Economic Significance of Cycling on Oregon Scenic Bikeways: 2014, Dean Runyan Associates

America’s first scenic highway, the **Historic Columbia River Highway**, is located in the Columbia River Gorge. Over the past 30 years much work has been done to restore the Historic Highway like the glory days of the 1920’s. Now, there is just 10 miles more of the State Trail construction needed to complete the reconnection of the Historic Highway. The economic impacts that bicycle recreation alone will have on the Gorge communities once the Trail is completed includes:

- An additional **\$6.3 million** in expenditures per year
- Additional **82 full and part-time jobs** with **\$1.7 million** in earnings and **\$270,000** in state and local tax revenue annually

Columbia River Gorge Bicycle Recreation: Economic Impact Forecast for the Communities Along the Historic Columbia River Highway 2014, Dean Runyan Associates

Oregon created the first **Bike Friendly Business** recognition program in the nation geared towards travelers – increasing marketing exposure for businesses who commit to serving cyclists and connecting travelers who ride bikes with businesses that offer amenities they seek.



Find out more at:
Industry.TravelOregon.com/BFB

Complete studies found at:
Industry.TravelOregon.com/CyclingResearch

Contact:
 Travel Oregon
 Scott Bricker, Destination Development Manager
 Phone: 971.717.6185 | email: SBricker@TravelOregon.com



Cascading Rivers Scenic Bikeway

RUSS ROCA





SECTION 10.

MISC ITEMS (including policy discussions & determinations)

GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. **10. b.**

Council Meeting Date: December 10, 2018

TITLE: MONTHLY STRATEGIC PLAN GOAL REVIEW

SUMMARY AND BACKGROUND:

I have held off on the monthly reviews since the Council has been short members. We will resume in January at Goal #1 with the full Council. For this month, I have compiled the most recent review of each of the 8 goals.

City of Gold Beach Strategic Plan

(formerly Business Plan)

February 2017 Goal 1 & 2 Review

Goals & Objectives	Priority/Action Items	RP	Target Date	
GOAL 1: Achieve Fiscal Sustainability				
<ul style="list-style-type: none"> • Sufficient revenue to sustain City services at appropriate levels. • Provide competitive employee compensation. • Balanced revenue system that recognizes demands on City services by residents, businesses and visitors. • Stable, effective and accountable management. • Include sustainability considerations in purchasing decisions. • Encourage new private investment in the City. • Expedite implementation of approved development plans. 	1a	<p>Maintain yearly contingency of at least 5% and an unappropriated ending fund balance of a minimum of 15% in the General Fund operating budget.</p> <p>* As of end of fiscal year 2016 the balance of the General Fund Reserve Fund was: \$32,500</p> <p><i>*A General Fund Reserve Fund was established by the Council in 2011 to accrue the desired contingency.</i></p>	CA/CC	ONGOING
	1b	<p>Establish fiscal and budget policies for the City.</p> <p><i>*Financial internal control policies were adopted by the Council in June 2014.</i></p> <p><i>*Formal budget policies have not been proposed yet.</i></p>	CA/CC	09/2010 03/2013
	1c	<p>Maximize long-term debt repayments.</p> <p><i>All outstanding loans, besides wastewater debt, have been paid off either outright or as interfund loans to maximize savings interest returns.</i></p>	CA	06/2011 ONGOING
	1d	<p>Improve and simplify financial reporting and monitoring.</p> <p>*As of this morning we moved to a cloud based hosted solution for our Caselle software to eliminate local equipment and IT needs.</p> <p><i>*In the fall of 2015 we went with an online bill pay service (sister company of Caselle) for utility and other City payments. This has increased staff productivity and been a good service to our customers who can now access their accounts at any time, not just to pay but also review their history.</i></p> <p><i>*In 2011 municipal financial management software was purchased and implemented to integrate utility billing, payroll, AP/AR,</i></p>	CA	09/2010 COMPLETED

City of Gold Beach Strategic Plan

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February 2017 Goal 1 & 2 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p><i>business license, and municipal court functions into one computing platform.</i></p>		
	<p>Develop five-THREE year revenue/expenditure forecast.</p> <p><i>This is still an action item.</i></p> <p>*Will work on having this prepared by the 2017-2018 budget process</p>	<p>CA</p>	<p>12/2010 03/2013 03/2016</p>
	<p>BI-Annually review System Development Charges and update as needed.</p> <p>*Now that we have completed the Water Master Plan, Water Rate Study, and Water Rate Update we should consider attacking this item.</p> <p><i>*2015 was to have been first review year. We are in the process of completing an updated Water Master Plan and water rate study. The SDC charges will be reviewed when the water rate study is completed in spring 2016.</i></p>	<p>CA/PWS</p>	<p>April annually ODD YEARS</p>
	<p>Review and update all fees annually.</p> <p>*We updated fees and muni court fines February 2016</p> <p><i>*Utility fees are reviewed and updated annually. Other fees have been reviewed annually since 2012. Municipal court fines will be reviewed in fall 2015</i></p>	<p>CA</p>	<p>April annually</p>
	<p>Aggressively pursue grant funding.</p> <p><i>Staff continually looks for grant funding for priority projects identified by the Council.</i></p>	<p>CA</p>	<p>ONGOING</p>
	<p>Undertake comprehensive compensation and classification review and update City salary schedule.</p> <p>*We just received notification from Teamsters that contract negotiations have been opened for the represented members of the GBPD.</p>	<p>CA</p>	<p>11/2010 Reviewed with Teamsters contract—next review 2017</p>

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February 2017 Goal 1 & 2 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>Our City Salary schedule is scheduled to be updated at the same time as the Teamsters to stay in sync. An updated salary schedule will be presented at budget time.</p> <p><i>* The Council made the policy decision to update the schedule at the same time the Teamsters contract is up for review. The most current review was completed in 2014. The next review is schedule for 2017</i></p> <p><i>*The first compensation and classification review and salary schedule update since 1997 was completed in 2011.</i></p>		
	<p>1j Seek alternative energy solutions for City operations.</p> <p><i>This is an ongoing process.</i></p>	CA/PWS	ONGOING
GOAL 2: Enhance Quality of Life in Gold Beach			
<ul style="list-style-type: none"> • Enhance opportunities for social interaction among citizens of the community. • Encourage the development of recreational activities and community events that benefit all ages. • Promote and assist in developing educational opportunities. 	<p>2a Pursue formation of a parks and recreation district.</p> <p>*We briefly discussed maybe shelving this subgoal. It's up to the council whether to remove or keep it...</p> <p>*We have not discussed this in a long time.</p> <p><i>*The Council made the determination to table this matter until the economy fully recovers from the recession since other funding issues such as County law enforcement and schools take higher priority.</i></p>	CC	07/2010-05/2011 REVISIT
	<p>2b Pursue development of a community garden.</p> <p>*Another community garden is attempting to be established at Buffington Park. We have been supporting those efforts.</p> <p><i>*Initially a community garden was established on property adjacent to the Presbyterian Church on Hillcrest. The Council provided free water service to the garden. Interest waned and the garden</i></p>	CA/CC	07/2010-05/2011 ONGOING

City of Gold Beach Strategic Plan

(formerly Business Plan)

February 2017 Goal 1 & 2 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p><i>gradually went away due to lack of interest. Another community garden was established at Buffington Park in 2015.</i></p> <p>Develop community vision and mission statement.</p> <p>*We have not revisited this in a while, but the current statement still feels very relevant.</p> <p><i>*A community vision and mission statement was adopted in 2011. The statement is posted at city hall, on the Council dais, on the City letterhead and website. The statement will be revisited in 2015.</i></p>	CC	<p>08/2010 REVISIT 2015</p>
	<p>Pursue opportunities to enhance education outreach and workforce/VOCATIONAL training programs for Gold Beach residents.</p> <p>*This is a topic at a lot of meetings I attend. Curry Public Library has made some exciting plans and progress towards helping improve STEAM (Science, Technology, Engineering, Art and Math) for local kids. If we can support those efforts that would be a great community collaboration.</p> <p><i>*This is an ongoing effort and tough nut to crack.</i></p>	CA	ONGOING
	<p>Provide community events and activity schedule</p> <p><i>An integrated community events and activity calendar is kept up to date by the Visitor Center staff and posted on the City and Visitor Center websites. Events are listed on the two city facebook pages as they come up.</i></p>	CA	<p>07/2010 ONGOING</p>
	<p>Update and maintain park facilities</p> <p>*We had Leathers & Associates come back this past fall for a 20 year (1996!) check-in</p>	PWS	ONGOING

CC = City Council CA = City Administrator PC = Police Chief FC = Fire Chief PWS = Public Works Superintendent

City of Gold Beach Strategic Plan

(formerly Business Plan)

February 2017 Goal 1 & 2 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>on Kid Kastle. They said the playground has been “well cared for over the years” but their overall assessment is the structure is in MEDIUM condition. 20 years is the expected life span of these structures and we are now moving into year 21. We have safety and ADA issues that will be addressed at budget time.</p> <p><i>*This in an ongoing effort. A Parks Master Plan would be a good tool if we could find funding to develop one.</i></p>		

City of Gold Beach Strategic Plan

(formerly Business Plan)

January 2017

Goals & Objectives	Priority/Action Items	RP	Target Date
GOAL 3: Improve Internal Systems			
<ul style="list-style-type: none"> Positive workplace environment and employee morale. Assure internal consistency and efficiency. Excellent customer service. 	<p>Conduct quarterly workshops AS PART OF REGULAR COUNCIL MEETINGS to review progress on goals.</p> <p>*The CA has not stuck to this schedule but for 2017 and going forward we will.</p> <p><i>SCHEDULE</i> <i>JANUARY: Review Goals 1 & 2</i> <i>APRIL: Review Goals 3 & 4</i> <i>JULY: Review Goals 5 & 6</i> <i>SEPTEMBER: Review Goals 7 & 8</i></p>	CA/CC	10/2010 ONGOING
	<p>Review and update administrative policies and procedures.</p> <p>*We are due to review these this spring along with the Teamsters contract and bi-annual salary study.</p> <p><i>* Now up to date, the policies and procedures will be reviewed at the same time as the Teamsters and Salary Study. Next review is scheduled for 2017.</i> <i>*Complete review was initially accomplished in 2012.</i></p>	CA/CC	09/2010 EVERY 3 RD YEAR 2017
	<p>Review and update personnel policies and procedures.</p> <p>*We are due to review these this spring along with the Teamsters contract and bi-annual salary study. Staff has a file of proposed updates/cleanups that we have been collecting.</p> <p><i>*Now up to date, the policies and procedures will be reviewed at the same time as the Teamsters and Salary Study. Next review is scheduled for 2017.</i> <i>*Complete review was initially accomplished in 2011.</i></p>	CA/CC	08/2010 EVERY 3 RD YEAR 2017
	<p>Complete public works standards and specifications for new plant.</p>	PWS	09/2010 ONGOING

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January 2017

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p><i>This was completed with the new plant in 2014.</i></p>		
	<p>Regularly review and update organizational chart.</p> <p><i>This is an ongoing effort but always updated during the annual budget process.</i></p>	CA	ONGOING
	<p>Review and update Municipal Code.</p> <p>*We have made several changes to the City Code in the past 2 years and most recently to the zoning ordinance. Staff goal for 2017 is to codify the zoning ordinance changes into the larger City Code so that it's One-Stop Shopping for all our City Codes.</p> <p><i>*This is an ongoing effort. Major review and revisions were completed in 2012.</i></p>	CC	ONGOING
	<p>Integrate infrastructure data into GIS.</p> <p>*WE HAVE AN AWESOME NEW GIS THAT WENT ONLINE ABOUT 2 WEEKS AGO!</p> <p><i>*This has been hampered because the GIS data resides at the County. The future of the enterprise GIS is uncertain.</i></p>	PWS/FC/PC	06/2011 ONGOING
	<p>Computerize, catalog and backup City records</p> <p>*Staff goal for 2017 is to dedicate front office staff time to scanning our older city files, such as planning files and easements/deeds so that they are not only more accessible to staff, but also to the public.</p> <p><i>*This is an ongoing process. Currently all Council minutes from 2005 to present have been scanned and cataloged. Since 2011 all Council packets are in digital format. Other City records, such as ordinances, resolutions, and proclamations, are in the process of being scanned and cataloged</i></p>	CA	06/2011 ONGOING
	<p>Improve internal control policies and procedures.</p>	CA	10/2010 ONGOING

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City of Gold Beach Strategic Plan

(formerly Business Plan)

January 2017

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>*As much as possible in a 3.5 person office we have segregated the various financial duties so that not one person is doing all steps. The CA has slowly been shedding bookkeeping duties to other front office staff. Goal is to have it where all but the GL stuff is performed by other staff.</p> <p><i>*Financial internal control policies were adopted in 2014. The Administration and Finance Office staff are all now crossed trained for each financial function and financial duties are segregated as much as possible for a small office.</i></p>		
	<p>Provide for efficient, timely and thorough audits</p> <p>*We are behind on the 2015-2016 audit-- but it is scheduled. This is partly because of changes in audit law requirements, new auditors, and partly because of CA portion of the bookkeeping duties. The field work is scheduled for February.</p> <p><i>*The City has an annual audit performed by an outside auditing firm.</i></p>	<p>CA</p>	<p>09/2010 ONGOING</p>

City of Gold Beach Strategic Plan

(formerly Business Plan)

May 2018 Goal 4 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
GOAL 4: A Safe Community			
<ul style="list-style-type: none"> Complete approved capital projects in a timely and cost efficient manner. Provide infrastructure to support economic growth. 	<p>Provide minimum 24/7 20/7 police coverage</p> <p><i>It was determined that it is financially impossible for a city our size to have 24/7 police coverage. When the PD is fully staffed the officers work 2, 10 hour shifts which provides 20/7 coverage.</i></p>	PC	07/2013 ONGOING
	<p>Provide for a community shelter as part of a multi-use community center</p> <p><i>This is an ongoing discussion, most recently with the library district as a possible partner. MAY 2018-we have the east end of Buffington Park and the new park parcel that could be utilized provided we could find funding for a structure.</i></p>	CA	07/2015 ONGOING
	<p>Acquire and install emergency power generators.</p> <p><i>Emergency backup generators have been installed at both the water and wastewater treatment plants. MAY 2018-we don't currently have a generator for City Hall. I'm not sure that we actually need that but it could be discussed.</i></p>	PWS/CA	05/2011 2014 completed
	<p>Develop/update emergency plans & procedures</p> <p><i>The most recent update to the emergency plan was completed in 2014 but this is an ongoing process. MAY 2018-This hasn't been looked at in a while. Executive staff has discussed at various times having EM meetings—we should probably formalize that process—maybe meet quarterly? If we don't schedule it, it won't happen because we all wear various hats.</i></p>	CA	07/2010 ONGOING

City of Gold Beach Strategic Plan

(formerly Business Plan)

May 2018 Goal 4 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>e</p> <p>Update and adopt hazard mitigation plan.</p> <p><i>The most recent update was completed in 2012 but this is an ongoing process.</i> MAY 2018-This could be part of the EM discussion quarterly.</p>	CA/ CC	09/2010 ONGOING
	<p>f</p> <p>Pursue streets/highway safety project funding.</p> <p><i>The City applies for grant funding as often as possible through ODOT.</i> MAY 2018-we plan to submit a SCA grant application this year. In concert with Mainstreet we may apply for some TGM dollars for planning.</p>	CA/PWS	07/2010 ONGOING
	<p>g</p> <p>Pursue funding for bicycle/pedestrian improvements.</p> <p><i>*The 3rd Street Sidewalk completed in 2014 was partially funded by ODOT. The next large bike/ped project is the path proposed through the Port and behind the Airport identified in the Urban Renewal Plan.</i> MAY 2018-Now that we finally have UR funding it would be good to start planning for that bike/ped project. We have had base level discussions with ODOT staff and their initial reaction was favorable so we could start working on that this year.</p>	CA/PWS	07/2010 ONGOING

City of Gold Beach Strategic Plan
(formerly Business Plan)
June 2018 Goal 5 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
GOAL 5: Complete Capital Projects and Identify Future Capital Needs			
<ul style="list-style-type: none"> Complete approved capital projects in a timely and cost efficient manner. Provide infrastructure to support economic growth. 	<p>a Complete new sewer plant <i>Completed in 2014!</i></p>	PWS/CA	03/2013 Completed
	<p>b Evaluate and identify water projects. *One of the major projects identified in the Water Master Plan was acquisition of the water intake property. In January 2018 we acquired the property with the assistance of the state IFA. We are currently working with the engineer on the next phase of the intake work which will be replacing the intake structure and new electronics. *In 2016 we adopted the Water Master Plan, completed and adopted the first ever Water Rate Study, and we have identified long-term capital projects for Water. We hope to schedule a One-Stop Meeting with the lenders this spring to start the long process of completing those capital projects. *An updated Water Master Plan is completed in draft form at this time and will be presented to the Council before the end of 2015.</p>	PWS	ONGOING 06/2011 2015
	<p>c Complete funding and construction of 3rd street sidewalks <i>Completed in 2014!</i></p>	CA/PWS	11/2011 Completed
	<p>d Evaluate possibility of relocating city facilities *Now that we have additional property at the park we should discuss this again. *We haven't talked about this in a long time but we should probably discuss the possibility of a structure on the east side of the park again. Fire Chief Krieger has some interesting ideas about possible facilities at this location. *The CA will pursue grant funding through</p>	CA/CC	07/2011 ONGOING

City of Gold Beach Strategic Plan
(formerly Business Plan)
June 2018 Goal 5 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p><i>DLCD as it relates to Natural Hazards mitigation to help develop a future plan for relocation of facilities.</i></p>		
	<p>e</p> <p>Complete pavement management analysis. <i>*The pavement analysis was completed this year and a copy was provided to the Council (I believe it is also posted on our website, but I will confirm that). We conducted a citizen survey to determine how to fund the needed maintenance. We have until the August meeting to determine whether we would like to refer a possible gas tax to the voters for the November election.</i></p> <p><i>*Now that wastewater is updated, and water is all but funded we should talk about this. PWS Newdall has had preliminary discussion with our engineers on time and cost.</i> <i>*This action item has received lower priority due to wastewater and water master planning.</i></p>	PWS	07/2011 CHECK
	<p>f</p> <p>Improve project readiness to take advantage of federal/state funding opportunities</p> <p><i>*We have already talked with IFA about possible funding for the intake project.</i></p> <p><i>*The Water Master Plan is one of the ways we can improve project readiness. Sewer, with the completion of the new plant and replacement of key pump stations, is currently in good shape.</i></p>	CA/PWS	ONGOING

City of Gold Beach Strategic Plan

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JULY 2018 GOAL 6 REVIEW

Goals & Objectives	Priority/Action Items	RP	Target Date
GOAL 6: Influence Economic Growth			
<ul style="list-style-type: none"> Establish development policies and public improvements/standards that recognize economic trends. Secure needed resources. Establish policy that City is pro-growth. 	<p>Study annexation pros and cons</p> <p>JULY 2018 – We need to revisit this.</p> <p>2017*Now that we have a 21st GIS system FINALLY, Councilor Kaufman and the CA can get back on this issue. Do we want to put a priority on a timeline?</p> <p>*Councilor Tamie Kaufman completed and presented an initial study of the possibility of annexing a portion of Wedderburn. The Council has tasked the CA and Councilor Kaufman with further study of this topic.</p>	CC	01/2011 SUMMER 2012 Summer 2016
	<p>Pursue development of an urban renewal district.</p> <p>JULY 2018 – We are going into year 3 of TIF revenue and have approved 3 projects and funded 2 so far.</p> <p>*We are FINALLY getting \$\$ as of November!</p> <p>*The Council adopted an urban renewal district and plan in 2013.</p>	CC	09/2010 COMPLETED
	<p>Participate in regional economic development activities; develop strategic partners.</p> <p>JULY 2018 – This is an on-going essential function. Due to illness and staff shortage last year I stayed in the office more, but we are venturing back into regional collaborative groups again.</p> <p>This is an essential function of the CA job duties.</p>	CA	ONGOING
	<p>Develop and regularly review/update infrastructure master plans and development standards.</p> <p>JULY 2018 – The pavement analysis and</p>	PWS/CA	07/2011 ONGOING

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City of Gold Beach Strategic Plan

(formerly Business Plan)

JULY 2018 GOAL 6 REVIEW

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>CIP was completed this spring. We now have pretty current streets, water, and sewer plans. The culvert inventory is completed and will be delivered later this month.</p> <p><i>*We are officially up to date on water and sewer but we need to address streets and stormwater now.</i></p> <p><i>*The updated Water Master Plan will be presented to the Council in fall 2015.</i></p>		
	<p>Develop plan for addressing downtown parking needs. TASK TO PLANNING COMMISSION</p> <p>JULY 2018 – This is one of those issues that ebbs and flows. It was ebbing for several years, but due to the URD and GBMS it’s a topic again. Parking is specifically mentioned in the UR plan. Is this a priority for the Council? And if so, what is your direction to staff?</p> <p><i>*This was an issue for just one former PC member. Is this a concern for the Council? Staff rarely has parking questions/issues come up in the front office. When we do, it is street parking in residential areas.</i></p>	<p>CA/ PLANNING COMM</p>	<p>05/2011 ONGOING</p>

City of Gold Beach Strategic Plan
(formerly Business Plan)
August 2018 Goal 7 Review

Goals & Objectives

Priority/Action Items

RP

Target
Date

GOAL 7: Effective Intergovernmental Relations				
	a	<p>Participate in intergovernmental agencies and initiatives that further the City's goals.</p> <p>AUGUST 2018 City management staff work actively to participate in local and regional issues and initiatives. This includes economic development, regional tourism, shared delivery of services, etc.</p> <p>PRIOR REVIEW COMMENTS: *The City in the past 2 years specifically has actively sought ways to partner and enter into IGAs with neighboring jurisdictions to further our goals and assist our mutual citizens. We are currently negotiating 2 (well, negotiating 1 and sparring on the other) and 1 mutual aid agreement with Curry County. We also have good relationships with the cities of Port Orford and Brookings, and have called upon as well as assisted them on shared issues. *City executive staff and elected officials actively participate with other departments and agencies to further their goals and those of the City.</p>	CA/CC/PC/ FC/PWS	ONGOING
	b	<p>Develop strategic partners, public and private.</p> <p>This was a prior comment, but still valid: *All City executive staff works diligently to develop partnerships to assist the City and the partners we seek. We all feel that helping others only helps us.</p> <p>*City executive staff and the elected official actively pursue strategic partners</p>	CA/CC/PC/ FC/PWS	ONGOING

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City of Gold Beach Strategic Plan

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August 2018 Goal 7 Review

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>Improve relations with the Fair Board, County and Port District and participate in joint activities with Port Orford and Brookings</p> <p>AUGUST 2018 The Council recently held a joint workshop with the Fair to discuss the use of the room tax funds for their building maintenance. Relations with the County have been up and down the past few years but management staff tries to work cooperatively with those departments we interact with. We do have quarterly-ish meetings with the management staff from Port Orford and Brookings and sometimes the Mayors. We are in the early stages of discussion with the Port on a joint Port/City project which will be part of the URA and probably Main Street.</p> <p><i>PRIOR REVIEW COMMENTS</i> *The Council (in a bold move!) voted to increase the room tax in July by 1% and 100% of those funds will go to maintenance at the fairgrounds. We still need to have the Fair Board develop a building maintenance triage plan and a capital improvement plan. The Council needs to formally adopt a policy/policies on how the projects will be prioritized. *See above also. *City executive staff and elected officials have actively worked on improving relations with these key strategic partners and will continue to do so.</p>	<p>CA/CC</p>	<p>ONGOING</p>

City of Gold Beach Strategic Plan
(formerly Business Plan)

SEPTEMBER 2018 REVIEW

Goals & Objectives	Priority/Action Items	RP	Target Date
GOAL 8: Update City Planning			
<ul style="list-style-type: none"> Become more proactive in planning activities 	<p>Update the current city sign code and incorporate it into the zoning ordinance</p> <p>*We haven't done anything on this. The current version of the code we use was adopted in 2004. There are likely changes in state and/or federal laws related to signs since that time. The rewrite we worked on in 2011-2013 was a very detailed version of a LOC model code.</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>*Staff has done nothing with this the past year. Again, this was one PC member's pet project. We have not had any requests to change our current code...ever. But if this is a Council priority staff will get back to it.</i> <i>*From 2011-2013 the Planning Commission worked on a total re-write of the current sign code. The Council reviewed the proposed code and held a workshop in spring 2015 with little citizen involvement. The consensus was to start over with a simpler code from a similarly sized city. The CA will research and present 3 options to the Council for their review.</i></p>	CA/CC	<p>05/2011 12/2012 09/2016</p> <p>ASSIGN DATE?</p>
	<p>Develop general zoning standards for "hot button" topics such as:</p> <ul style="list-style-type: none"> Homeless shelters Wind turbines No pornography near schools Credit for on-street parking and parking in general Viewscape/viewshed protection standards Height limits—generally Maximum/minimum setbacks in commercial and high density residential zones 	ASD/CC	03/2012

City of Gold Beach Strategic Plan

(formerly Business Plan)

SEPTEMBER 2018 REVIEW

Goals & Objectives	Priority/Action Items	RP	Target Date
	<ul style="list-style-type: none"> Affordable housing <p>* We applied for a grant through DLCD this spring for a Housing Needs Assessment. We just found out last month we were approved. DLCD will be the one hiring the contractor (they will be doing several small cities and smaller counties). Look to see that draft spring 2019.</p> <p>Are there any current Council land use priorities you would like staff to address?</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>*Affordable housing has been a regional topic for the past 2 years specifically. City staff will continue to work with regional efforts. We did approve provisions for tiny houses and accessory dwellings units which will go into effect next week so hopefully that will help. The provisions for ADUs can help not just housing but also the economy by offering an income source for owners. *Consensus was affordable housing was the most urgent issue especially since the hospital construction is now underway.</i></p>		
	<p>Investigate the ODOT Safe Routes to School program for possible grant opportunities for the library sidewalk and other pedestrian/bike path projects.</p> <p>*Staff has some sidewalk priorities we have discussed with ODOT. Are there any path/sidewalk areas that are an issue for the Council?</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>The library sidewalk was finished in 2014! Next focus will be bike/path identified in the Urban Renewal plan.</i></p>	<p>CA</p>	<p>11/2010 ONGOING</p>

City of Gold Beach Strategic Plan

(formerly Business Plan)

SEPTEMBER 2018 REVIEW

Goals & Objectives	Priority/Action Items	RP	Target Date
	<p>Update the land division code</p> <p>*I was just contacted today by a planner that wants to assist on this project and it may not cost us anything!</p> <p>d</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>*We need to see if maybe we can find an intern or a RARE/Americorps person to assist with this. We just don't have the staff to devote to it.</i> <i>*This needs a complete revision not just an update.</i></p>	CA/CC	<p>06/2012 06/2013</p> <p>ASSIGN DATE?</p>
	<p>Formulate site review/site design standards for building permit and land use applications. This would include landscaping requirements OPEN SPACE OPTIONS.</p> <p>*Now that UR and GBMS are up and running is this something we want to discuss in an URA meeting?</p> <p>e</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>This was an issue for one particular PC member several years back.</i></p>	CA/CC	<p>07/2011 06/2013</p> <p>ASSIGN DATE?</p>
	<p>Triage the current Comprehensive Plan and begin the process of updating the chapters (current comp plan circa 1984).</p> <p>*This has not been addressed. We will get moving on this now that we have full planning staff.</p> <p>f</p> <p><u>PRIOR REVIEW COMMENTS</u> <i>*Pursue funding through DLCD or other sources to completely re-write the plan with a focus on resiliency throughout each chapter and goal.</i></p>	CA/CC	<p>01/2011</p> <p>ASSIGN DATE?</p>



SECTION 10.

MISC ITEMS (including policy discussions & determinations)

GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. **10. c.**

Council Meeting Date: December 10, 2018

TITLE: Policy discussion regarding requests for meeting/hearing sign-in sheets

SUMMARY AND BACKGROUND:

This doesn't come up real often, but we don't have a formal written policy on how to handle requests for sign-in sheets from meetings/hearings. The past practice has been staff will provide the names of attendees, but we won't disclose addresses, phone numbers, or email addresses for privacy reasons. Staff would like to respectfully request that the Council make a formal policy decision on how to handle such future requests.

COUNCIL ACTION REQUESTED:

Discuss and determine whether a formal written policy is needed.



GOLD BEACH CITY COUNCIL AGENDA REPORT

Agenda Item No. **10. c.**

Council Meeting Date: December 10, 2018

TITLE: Request to discuss possible changes/additions to current Council Rules (Resolution R1314-08)

SUMMARY AND BACKGROUND:

The Council adopted formal Council Rules in 2009 which include basic rules regarding such things as how meetings will be called, rules of conduct for attendees, agenda item order, and duties and privileges of the Council members. February of 2014 was the most recent update to the rules. Councilor Kaufman has made a request to include two possible new items:

- A rule covering the use of audience signs within the Chamber; and
- A rule requiring each Councilor acknowledges the rules and agree in writing to abide by the adopted rules.

Since the topic has been presented, staff wanted to offer a copy of the City of Milwaukee's Mayor/Council Communication Agreement for review. I found their "*Creed of Respect*" (my words, not theirs) interesting and thought maybe the Council may wish to include some (or all) of their tenets in your Council rules. As Councilor Kaufman has suggested, they also sign their Communication Agreement acknowledging their intention to abide by the declarations.

We have enjoyed many years of respectful and lively discourse in our meetings, but it's never a bad idea to formalize that respectful and productive environment for posterity.

Attached are the current Council Rules and the City of Milwaukee Mayor/Council Communications Agreement

COUNCIL ACTION REQUESTED:

Discuss and determine whether changes/additions are needed/wanted, and direct staff to prepare an updated resolution for the January meeting.

RESOLUTION R1314-08

A RESOLUTION ADOPTING RULES OF THE GOLD BEACH CITY COUNCIL AS PROVIDED IN THE CITY CHARTER, CHAPTER IV, SECTION 13 AND RESCINDING RESOLUTION R0910-02 AND ANY OTHER RESOLUTIONS THAT MAY BE IN CONFLICT

Rules of the City Council City of Gold Beach

Rules of the City Council as provided in the Gold Beach City Charter, Chapter IV, Section 13. Rules may be clarified by the City Charter but nothing herein may take precedence over the City Charter, as may be amended from time to time. Rules may be amended by Council Resolution.

COUNCIL MEETINGS

RULE NO. 1 **Regular Council Meetings** Council shall hold its regular meetings at least once a month on a date, or dates, to be specified from time to time by the Council. In no case shall less than one meeting be held in each month, in conformance with the City Charter. Regular meetings shall be held at a time and at a place that it designates and to last no longer than 10:30 P.M., unless there is a unanimous consent to continue beyond that time.

RULE NO. 2 **Special Meetings** Special council meetings may be called by the Mayor, or any two Councilors, or the City Administrator.

RULE NO. 3 **Executive Sessions** Executive sessions of the Council may be called by the Mayor, or any two Councilors, or the City Administrator. Only members of the Council, the City Administrator and others invited by the Council or City Administrator shall attend executive sessions. Representatives of the news media may attend all executive sessions, except those where the Council deliberates and meets with its labor negotiator, but nothing said in executive session may be disclosed or published by the media or by any other meeting attendees, including the Mayor and Councilors.

RULE NO. 4 **Adjourned Meetings** Any meeting of the Council may be continued or adjourned from day to day or for more than one day, but no adjournment shall be for a longer period than until the next regular meeting thereafter.

THE PRESIDING OFFICER

RULE NO. 5 **Presiding Officer** The Mayor shall be the Presiding Officer at all regular, special and executive meetings of the Council of which the Mayor is in attendance. The Mayor shall be limited only to such limitations as those imposed by Section 17 of the City Charter, reason for acting as Presiding Officer. The Mayor may speak on all questions of order in preference to any other member. The Mayor, or in the absence of the Mayor, the Mayor Pro Tem, shall take the chair at the hour appointed for the Council to meet and shall

immediately call the members to order. The City Administrator or Recorder shall enter in the minutes of the meeting the names of the members present.

RULE NO. 6 **Mayor Pro Tem** At its first meeting in January of each year, the Council shall appoint a Mayor Pro Tem from its membership. Whenever the Mayor is unable, on account of absence, illness or other cause, to perform the functions of the office, the Mayor Pro Tem shall act as Mayor. Section 19, paragraphs (3) and (4) of the City Charter shall provide further guidance, regarding the Mayor Pro Tem.

RULE NO. 7 **Temporary Mayor Pro Tem** In case of the absence of the Mayor and Mayor Pro Tem, the City Administrator shall call the Council to order and call the roll of the members, and if a quorum is found to be present the Council shall proceed to elect, by a majority vote of those present, a Temporary Mayor Pro Tem of the meeting to act until the Mayor or Mayor Pro Tem appears. Upon the arrival of the Mayor or Mayor Pro Tem, the Temporary Mayor Pro Tem shall immediately relinquish the chair upon conclusion of the business immediately before the Council.

RULE NO 8 **Quorum** A majority of the Council shall constitute a quorum to do business but a less number may meet and adjourn from time to time and compel attendance of absent members.

RULE NO. 9 **Decorum and Order** The Mayor shall preserve decorum and decide all questions or order, subject to appeal of Council.

- a) During Council Meetings the Councilors shall preserve order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings or refuse to obey the orders of the Mayor or the rules of the Council. **When addressing Councilors, Mayor, staff, or audience formal titles shall be used to be courteous and respectful (i.e. Mayor Smith, Councilor Smith, Chief Smith, Mr. Smith, Mrs./Ms. Smith, etc.).** Every Councilor desiring to speak shall address the chair and upon recognition by the Mayor, shall limit comments to the question under debate. Every Councilor desiring to question the administrative staff shall address questions to the City Administrator, who shall be entitled to either answer the inquiries or designate a staff member for that purpose. A Councilor, once recognized, shall not be interrupted while speaking unless called to order by the Mayor, or unless a point of order is raised while the Councilor is speaking, the Councilor shall cease speaking immediately until the question of order is determined. If ruled to be in order the Councilor shall be permitted to proceed; if ruled to not be in order the Councilor shall remain silent or shall alter his or her remarks as to comply with the rules of the Council.
- b) Members of the administrative staff and employees of the City and other persons attending Council meetings also shall observe the same rules of procedure, decorum and good conduct, applicable to the members of the Council. Any person making personal, impertinent and slanderous remarks or who becomes boisterous while addressing the Council or attending the Council meeting, shall be removed from the room if the Sergeant-At-Arms is so directed by the Mayor.

Such person or persons shall be barred from further audience before the Council. Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted by the Mayor who may direct the Sergeant-at-arms to remove such offenders from the room. Aggravated cases shall be prosecuted by an appropriate complaint signed by the Mayor. In case the Presiding Officer should fail to act, any member of the Council can move to require the Presiding Officer to act to enforce the rules and the affirmative vote of the majority of the Council present shall require the Mayor to act.

- c) Any citizen desiring to address the Council shall be recognized by the Mayor. A citizen addressing the Council shall limit remarks to the item under discussion, and shall be allowed a maximum of 5 minutes to speak. The Mayor may allow additional time for individual citizen comments, upon a majority vote from the Council. All comments shall be addressed to the Council as a whole and not to any individual member thereof. All comments addressed to any administration of the City shall be addressed to the City Administrator and not to any individual City employee. Citizens shall not be disorderly, abusive, or disruptive, nor shall they present irrelevant, immaterial, or unduly repetitious testimony. No persons other than members of the Council and the person having the floor shall enter into any discussion, either directly or through a member of the Council without the permission of the Mayor.

RULE NO. 10 **Sergeant-At-Arms** The Chief of Police or such members of the Police Department as designated by the Chief of Police will be Sergeant-At-Arms at Council Meetings. The Sergeant-At-Arms shall carry out all orders or instructions given by the Mayor for the purpose of retaining order and decorum at the council meetings. The Sergeant-At-Arms will only attend meetings if requested by the Mayor or the City Administrator.

EMPLOYEES

RULE NO. 11 **City Administrator** The City Administrator shall attend all meetings of the Council unless excused by the Council. The City Administrator shall make recommendations to the Council and shall take part in all discussions concerning the welfare of the City and shall perform such other duties in the meeting as ordered by the Mayor or Councilors. No elected official shall be eligible to receive appointment as City Administrator during the term for which that official is elected.

RULE NO. 12 **City Attorney** The City Attorney shall either in person or by deputy attend meetings of the Council when requested to do so by the Mayor, two Councilors or the City Administrator. Any elected official desiring an informal oral opinion should request same through the City Administrator. Written or oral opinions shall be authorized by City Administrator or the City Administrator's designee.

RULE NO. 13 **Officers and Employees to Attend** Any member of the City Council may request the City Administrator to direct any employee to attend any regular, special or executive meeting to confer with the Council on matters relating to the City.

DUTIES AND PRIVILEGES OF MEMBERS

RULE NO. 14 **Right to Floor** When recognized by the Mayor, a Councilor shall confine comments to the questions under debate, avoid personalities and refrain from impugning the motives of any member's argument or vote. No member shall address the Mayor or demand the floor while any vote is being taken.

RULE NO. 15 **Right to Appeal** Any Councilor may appeal to the Council from a ruling of the Mayor, and if the appeal is seconded, the member making the appeal may briefly state reasons for the same and the Mayor may briefly explain the ruling; but there shall be no debate on the appeal and no other Councilor shall participate in the discussion. The Mayor shall then put the question, "Shall the decision of the Chair stand as the decision of the Council?" If the majority of the members vote "AYE", the ruling of the Mayor is sustained; otherwise it is overruled.

RULE NO. 16 **Voting** When the question has been called for, the Mayor shall ask for the voice vote by consecutive numerical position. At each succeeding meeting at which a roll call is taken, the Councilor who voted second during the previous meeting, shall vote first. After a vote has been taken, the Mayor shall announce the results of the vote. Every Councilor present when a question is called shall vote either AYE or NAY. No Councilor present at a Council meeting shall abstain from voting without first stating reasons in detail at the meeting.

RULE NO. 17 **Debate** No motion shall be debated until it has been seconded and announced by the Mayor. Any Councilor may request that a motion be reduced to writing and read by the City Administrator. Councilors shall limit their remarks on a subject to five minutes unless granted additional time by the majority of the Council. No Councilor shall be allowed to speak more than once upon any subject, until every other member choosing to speak thereon has spoken. No Councilor shall speak more than twice upon any subject without approval of the Council.

RULE NO. 18 **Personal Privilege** The right of a Councilor to address the Council on a question of personal privilege shall be limited to cases in which the Councilor's integrity, character or motives are assailed, questioned or impugned.

RULE NO. 19 **Dissent and Protest** Any Councilor shall have the right to express dissent from or protest against any Ordinance, Resolution or decision of the Council and have the reason, entered into the Council minutes. Such dissent or protest must be filed in writing, couched in respectful language and presented to the Council not later than the next regular meeting following the date of passage of the Ordinance, Resolution or decision.

RULE NO. 20 **Excusal During the Meeting** No Councilor may leave a Council meeting while in session without permission from the Mayor.

RULE NO. 21 **Code of Ethics** Councilors shall conduct themselves as to bring credit upon the City as a whole, so as to set an example of good ethical conduct for all citizens of the community. Councilors shall bear in mind at all times the responsibility to the

entire electorate, shall refrain from actions benefiting special interest groups at the expense of the City as a whole and shall do everything in their power to insure an equal and impartial law enforcement throughout the City at large without respect to race, color, creed, gender, or the economic or social position of individual citizens.

RULE NO. 22 **Council Procedure - Order of Business** The business of all regular meetings of the Council shall be transacted in the following order:

- 1} Pledge of Allegiance
- 2} Roll Call
- 3} Special Orders of Business
- 4} Consent Calendar
- 5} Citizens Comments
- 6} Public Hearings
- 7} Citizen-Requested Agenda Items
- 8} Public Contracts and Purchasing
- 9} Ordinances and Resolutions
- 10} Miscellaneous Items (including policy discussions and determination)
- 11} City Administrator's Report
- 12} Mayor and Council Comments
- 13} Citizen Comments
- 14} Executive Session
- 15} Adjournment

When it appears to be in the best interest of the public, the Mayor may, upon approval of a majority of the Councilors present, change the order of business specified above.

RULE NO. 23 **Special Order of Business** Agenda items that are of special importance to the Council may be treated as Special Orders of Business. Special Orders of Business agenda items have transaction precedence over all other items except the Flag Salute and Roll Call.

RULE NO. 24 **Consent Calendar** The approval of minutes, warrants and other routine agenda items may be placed on the Consent Calendar. Discussion of the Consent Calendar shall be limited to five minutes. Any item placed on the Consent Calendar shall be removed at the request of the Mayor or a Councilor prior to the vote being taken on the Consent Calendar items. All remaining items on the Consent Calendar shall be disposed of by a single motion "to adopt the Consent Calendar" which shall not be debatable. Adoption of the Consent Calendar shall be by the affirmative vote of all Council members present at the time the vote is taken and shall have the same effect as a separate vote for each item. If there are dissenting votes, each item on the Consent Calendar shall be voted upon separately in the usual manner.

RULE NO. 25 **Agendas** Staff shall prepare an agenda for every regular, and if requested, for every special Council meeting. Items may be placed on the agenda by any person, but such items shall be presented to the City Administrator or designee in writing at least six days prior to the meeting at which they are to be discussed. Agendas and

informational material for regular meetings shall be distributed to the Council at least four days prior to the meeting. Items may be added to the agenda in accordance with Council Rule 26. New business brought before the Council in a meeting may be referred to the City Administrator for a report at a future Council meeting.

RULE NO. 26 **Additions to Agenda** A request to add an item for Council consideration to the Council agenda may be presented at the Council meeting but shall require a majority concurrence of the Councilors present to be so added. Decisions on added agenda items that were not advertised on the agenda could be challenged.

RULE NO. 27 **Precedence of Motions** When a question is before the Council no motion shall be entertained except:

- 1} to abide by the rules
- 2} to adjourn
- 3} to fix the hour of adjournment
- 4} to lay on the table
- 5} for the previous question
- 6} to postpone to a certain date
- 7} to refer
- 8} to amend
- 9} to postpone indefinitely

These motions shall have precedence in the order indicated. Any such motion except a motion to amend shall be put to a vote without debate.

RULE NO. 28 **Motions to be Stated by Presiding Officer - Withdrawal** When a motion is made and seconded it shall be stated by the originator or the Mayor before debate. A motion may not be withdrawn without the consent of the Councilor seconding it.

RULE NO. 29 **Motion to Adjourn - When not in Order - When Not Debatable** A motion to adjourn will be in order at any time except as follows:

- 1} when made as an interruption of a member while speaking
- 2} when the previous question has been ordered
- 3} while a vote is being taken

A motion to adjourn is debatable only as to the time to which the meeting is adjourned.

RULE NO. 30 **Motion to Lay on the Table** A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion should prevail, consideration of the subject may be resumed only upon motion of a Councilor voting with the majority and with the consent of two-thirds of the Councilors present.

RULE NO. 31 **Division of Question** If the question contains two or more divisible propositions the Mayor may, upon request of the Councilors, divide the same.

RULE NO. 32 **Motion to Postpone** All motions to postpone, excepting to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely is carried, the principal question shall be declared defeated.

RULE NO. 33 **AYES and NAYS** On the passage of every Ordinance the vote shall be taken by AYES and NAYS and entered upon the record.

RULE NO. 34 **Motion to Reconsider** Any Councilor who voted with the majority may move for a reconsideration of an action at the same or the next regular meeting. Once a matter has been reconsidered, no motion for further reconsideration thereof shall be made without unanimous consent of the Council.

RULE NO. 35 **Procedure in Absence of Rule** In all cases not provided for by these rules, the Council shall be governed by the laws and practice laid down in Robert's Rules of Order, Revised Edition.

RULE NO. 36 **Suspension of Rules** No rule shall be suspended except by the vote of the majority of Councilors present at the meeting. A motion to suspend a rule is not debatable.

RULE NO. 37 **Anonymous Communication** Anonymous and unsigned communications shall not be introduced in Council meetings.

CITY BOARDS, COMMISSIONS, LAY-COMMITTEES AND COUNCIL COMMITTEES

RULE NO. 38 **Appointments to the City Boards, Commissions, Lay Committees**
All appointments to City Boards, Commissions and Lay-Committees shall be made in accordance with the Oregon Revised Statutes, City Charter, and City Code. Appointees shall not be appointed to more than two Boards or Commissions at a time.

All appointees submitting applications for appointments shall be interviewed by the Mayor and Councilors prior to being appointed. Exceptions may be made for incumbents that are resubmitting applications for the same positions for an additional term.

The City Administrator shall give written notice to all Councilors the expiration of the term of office of all members of City Boards, Commissions and Laymen Committees at least thirty (30) days prior to expiration date of said term of office. Within 10 days of the close of the time set to receive applications, the City Administrator shall submit the name of applicants to Councilors in writing. All appointments and reappointments shall be made by majority vote of the Council.

RULE NO. 39 **Council Committees** Council Committees shall be appointed by the Mayor subject to confirmation by the Council. Membership on such Council Committees shall include only members of the Council. All Council Committees shall have a Chairman and Secretary, either appointed by the Mayor or by a majority vote of the Committee in the absence of an appointed Chairman and Secretary.

RULE NO. 40 **Council Committee Meetings** Council Committee meetings shall meet on call of the Chairman or any two members. Such Committees shall report to the

Council without unnecessary delay upon matters referred to them. A majority of the members of a Committee shall constitute a quorum.

RULE NO. 41 **Additional Boards, Commissions, Lay-Committees and Council Committees** At any time, the Council may, by a majority vote of Councilors, at any regular meeting, establish any City Board, Commission, Council Committee or Lay-Committee that it deems necessary. Appointments shall be made in conformance with Rule No. 38 of these Council Rules.

RULE NO. 42 **Student Liaison Positions** Student Liaisons may be appointed by the Mayor subject to confirmation by the Council. A student liaison position is considered as that of an interested citizen. Comments from the student liaison will be invited at such times as comments from the audience are invited. The Student Liaison shall be given an opportunity to give a “student liaison report” on each meeting agenda.

RULE NO. 43 **Council Liaison Positions** The Mayor may from time to time appoint individual Councilors as liaisons to local, regional or state organizations, agencies or groups, as the Mayor may determine that such liaison is of direct benefit to the City. Any Councilor Liaison appointment must be voluntary and desired by the affected Councilor, as well as deemed beneficial by the associated organization, agency or group the Councilor is appointed to. The length of any liaison term shall continue until relinquished by the Councilor or terminated by the Mayor, or organization, agency or group to which the Councilor is appointed. Each Councilor may make brief reports of their liaison activities at each regular Council meeting.

RULE NO. 44 **Lists of Boards, Commissions, Lay-Committees and Council Committee Members** The City Administrator shall prepare and keep current a list of all members, date appointed, length of term, address and phone number of all City of Gold Beach Boards, Commissions, Lay-Committees and Council Committees. A copy of this list shall be given to all members of the Council at least yearly or when the membership of any Committee changes. A current list shall be kept on file and in the City Business Office.

Footnotes:

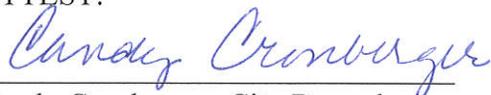
- a) The word “shall” is mandatory, the word “may” is permissive.

Passed by the City Council of the City of Gold Beach, County of Curry, State of Oregon, this 10th day of February, 2014.



Karl Popoff, Mayor

ATTEST:



Candy Cronberger, City Recorder

COUNCIL RESOLUTION No. 64-2018

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON,
ADOPTING THE MAYOR/COUNCIL COMMUNICATION AGREEMENT.**

WHEREAS, open, direct, and positive communication among the Mayor and Councilors and between them and the staff and public is critical to ensuring clear and easily understood public information; and

WHEREAS, open, direct, and positive communication among the Mayor and Councilors and between them and the staff and public is essential to a healthy community debate on issues; and

WHEREAS, the Mayor/Council Communication Agreement as proposed is intended to ensure open public processes that leads to closure.

Now, Therefore, be it Resolved by the City Council of the City of Milwaukie, Oregon, that:

Section 1: The Mayor/Council Communication Agreement (Exhibit A) is adopted.

Section 2: Resolution 29-2017 adopted February 21, 2017, is repealed.

Section 3: This resolution is effective immediately upon adoption.

Introduced and adopted by the City Council on **August 7, 2018**.

This resolution is effective immediately.

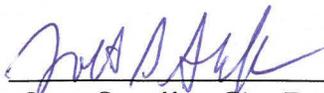


Mark Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:

Jordan Ramis PC



Scott Stauffer, City Recorder



City Attorney

Mayor/Council Communication Agreement

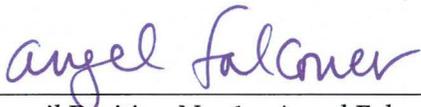
Guaranteed access to clear and easily understood information is a value of the City of Milwaukee. This agreement is intended both to foster conduct that realizes that value, while ensuring a healthy debate about competing ideas. Finally, it seeks closure and a community that moves forward together, secure in the knowledge that decisions were made openly and fairly.

This agreement has one common behavioral thread—mutual respect. Thus, if the list does not anticipate a situation, a response that is respectful of all concerned should suffice.

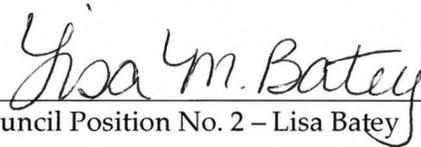
1. In all City business, in my role as a member of Council, I will:
 - a) demonstrate respect for all who are involved;
 - b) respect all thoughts and ideas and avoid denigrating others;
 - c) clarify facts and opinions to ensure understanding;
 - d) clearly state my own opinion as being mine;
 - e) look for ways to praise worthwhile efforts and accomplishments; and
 - f) stay focused and participate.
2. In working with the Mayor and other Councilors, I will:
 - a) provide prompt notice of items requiring Council action I am introducing at meetings;
 - b) always represent the City's position before other jurisdictions unless none has been adopted, in which case I will inform the Mayor and Council in a timely manner of the position(s) I have taken;
 - c) work toward consensus;
 - d) not publicly (including all internet and written content) criticize Council, individual members of Council, or Council decisions, but may respectfully disagree with a decision; and
 - e) first address a concern about either a violation of these agreements or any other matter in a direct, appropriate, private, and timely manner.
3. In working to seek broad-based community support, I will:
 - a) communicate with the community openly and freely to exchange information and ideas;
 - b) engage the community in a shared dialogue; and
 - c) listen and respond to well-founded and constructive criticism made to, or by, Council or City staff, or citizens.
4. In working with staff, I will:
 - a) provide direction through the City Manager with the concurrence of the Mayor and Council and with respect given to the City's chain of command;
 - b) respect the City's "one-hour" guideline, not requesting work product that takes more than an hour to produce without first securing the support of a majority of Council; and
 - c) never, in any public way, insult or denigrate any staff member, and if I have an unresolved disagreement concerning a staff member's actions, I will bring it to the City Manager.

5. In working with the City Attorney, I will:

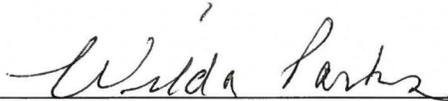
- a) respect that the City Attorney represents the city as a whole, and if the council's direction to the City Attorney conflicts with the City Attorney's ethical obligations to the city, the City Attorney must resolve this conflict in favor of the city;
- b) remember that information a Council member shares with the City Attorney is not confidential with respect to other Council members, and the information may be disclosed to the entire Council;
- c) contain my requests for information or assistance to items that can be responded to quickly and will work to secure the support of the majority of Council for items taking more than an hour; and
- d) respect that all responses to legal questions will be sent to the entire Council, in an effort to protect all parties, keep all City Councilors informed, and ensure there is no perception of favoritism.



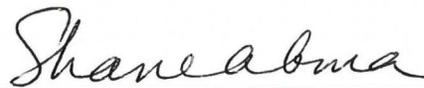
Council Position No. 1 – Angel Falconer



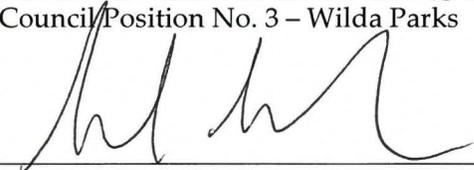
Council Position No. 2 – Lisa Batey



Council Position No. 3 – Wilda Parks



Council Position No. 4 – Shane Abma



Mayor – Mark Gamba