

2010 GOAL SSESSION Council Meeting  
Mosier Volunteer Fire Meeting Hall

DATE: Saturday March 13, 2010  
9:00 a.m.

Council: Mayor Andrea Rogers, Penny Wallace (excused at 10:00am), Kathy Fitzpatrick, Tim Mortenson, and Rae Jackson  
Staff: Budget & Finance Jeanne Reeves, City Recorder Jean Hadley  
Absent: Council President Allan Rodrick  
Excused: David Princehouse

#### CALL TO ORDER

Meeting was called to order by Mayor Rogers at 9:13 a.m. Rogers explained the purpose of this meeting was to discuss the goals for the upcoming years in regards to the budget and City accomplishments.

ADDITIONS OR CORRECTIONS – Fire Chief Appleton asked that Fire Prevention Projects get added to the Long Range Goals list.

#### BUSINESS

Items discussed in 2008 with no conclusion: Mosier Creek Bridge Water Main reliability; Cemetery signage

#### **Short range Goals:** (approved for current fiscal year)

##### 1. Employee evaluations; establish committee, set final date

Hadley explained that job descriptions were created and an annual evaluation process was approved by Council a few years ago. The Budget & Finance Director has never been evaluated. Hadley explained the process and presented the form. Hadley requested that the evaluation process be completed by the end of May. Rogers asked for volunteers to help the process. Councilors Wallace and Jackson agreed to do the evaluations and turn them in to Rogers, as Mayor, for completion. Each evaluator will evaluate all four (4) employees.

##### 2. Purchase riding lawnmower for Cemetery maintenance

Hadley reported to Council about the need to purchase a riding lawnmower and what has been done up to this date. Hadley reminded Council that the Huskey Family will help, but not be responsible for, ongoing maintenance of the Cemetery. The budget will reflect an increase in maintenance due to the increased maintenance of the Cemetery. Council agreed to fund that change.

Councilor Wallace requested to move forward on the agenda to item #1 under Long Range Goals. (see Public Art item; Wallace excused at 10:00am)

##### 3. Street Signage replacement costs

Hadley stated that the office is in the process of receiving quotes after a count of needed signs is complete. Council agreed that all stop signs should be uniformly the same size and type.

##### 4. Rock Cr. Parking day pass envelope-success? Continue?

Council unanimously agreed to continue this process due to its success last season.

##### 5. Use of City resources for non City items – newsletter/utility bill

Hadley asked for Council opinion regarding who could include/insert an article in the utility bill newsletter. Hadley reported an increase in interest in using the newsletter for all kinds of groups getting information out to Mosier residents and Hadley would like to curtail the use of the newsletter for anything outside City business. Council agreed this could get out of hand and decided to use the newsletter for City related items only.

7. Rock Creek Bat Boxes (on agenda for CC meeting 3-17-2010)

Council decided to wait and hear the ideas and estimated cost of this before including it in the budget.

8. The Oregon Solutions Project/UPRR property

Councilor Fitzpatrick explained the scenario, of the possible outcome, of property acquisition from the Union Pacific Railroad (UPRR). If the City gets a positive response from UPRR, our contribution of \$2,000.00 will come due to Oregon Solutions who acts on our behalf to negotiate the program and access the resources Oregon Solutions has to offer.

**Long range Goals:** (consider for next budget fiscal year)

1. "Public Art" conceptual ideas/city as administrator for Grant(s)

Councilor Wallace asked for opinion on grant acceptance for art being considered at the quarterly art proposal meeting on Monday. Rogers mentioned a "no cost to the City" approach for any grant where the City is the applicant and use of Administrative staff is used for administration of any grant. Reeves asked if the City has to budget for a grant and if this item will be an expense to the City in the next fiscal year. Council agreed to the NO COST to the City concept of any grant. Reeves requested a list of grants for inclusion into the budget for matching funding. Rogers agreed and said that the City should be reimbursed for any cost and it should be a stipulation of any grant proposal. All grants should have a critical review process done by someone within the City Council or staff, other than the artists themselves. Hadley suggested treating any project grant as an application such as the process for a Conditional Use Permit. Wallace reminded Council of the framework established by the art committee and the approval of that framework by the Council. Hadley suggested that any and all proposals meeting the framework and being considered by the committee receive a public review process. Council agreed that the process/approach for art in Mosier should be methodical with the public involved in all aspects.

2. Charter update: 2010 election

Hadley reminded Council of the need to update the City Charter. The language in the current Charter is outdated for the current needs of the City. The City Attorney has asked for a change to the Charter. An election is required if there are to be any changes to the Charter. The City must budget for City Attorney time to develop a Resolution and election language. Rogers reminded Council that the bulk of the work has been done and presented to Council. Rogers asked for this item to be on the agenda in April. Hadley was directed to contact the Attorney to find out a reasonable cost to continue the process for the next fiscal year.

3. Ongoing Records Management program update

Hadley reported to Council what has occurred this year in the process of filing old records and destruction of records which are not required to be stored or have surpassed storage retention. Shelving has been installed in the storage container and a few records have been stored. Hadley explained how all records have a retention period and a certain destruction method. Hadley reported that she will be doing some work during non-City work hours and days to continue this task. Councilor Jackson volunteered to help with this process.

4. Safety program – updating equipment and facilities

Hadley asked Council to consider an increase in the budget for possible compliance requirements which OSHA may require when they check our facilities and equipment for safety and health issues. Council agreed.

#### 5. Youth Council???

Hadley asked Council if she should pursue this idea of having student(s) file applications to be involved in a Youth Council program. Council felt there was no need for the office staff to pursue this idea.

#### 6. Replacement funds – vehicles, building maintenance, other

Hadley brought to Council's attention the current maintenance of the vehicle used by the maintenance supervisor and the ages of the two vehicles owned by the City. Hadley said there is no fund building up for replacement of these vehicles if they stop being cost effective to fix. The City Hall building, including the Fire Dept. meeting hall, is not completely insulated and could require some maintenance in the future. Budget & Finance Director Reeves said she does not see the need to create a special fund because the City has budgeted for ongoing maintenance and we are involved in the surplus property notification and purchase from the State.

#### 7. Rock Quarry feasibility/Rock Creek Stream Restoration Project

Councilor Fitzpatrick reminded Council of the MEMO from the City Attorney Dan Kearns regarding the Rock Quarry. Kearns mentioned approaching this as a stream restoration project and identifying environmental and municipal interests in the Rock Quarry. Fitzpatrick updated Council about the work being done with Greg Koonce of Interfluve, Mosier Watershed Council, and ODFW, to strategize for a positive environmental outcome and its process. It was suggested that the City obtain the support of other local interest groups: State Parks, Conservation District, Mosier Community School, River Keepers, etc. before we present to the current Governor and ODOT. The Municipality should work with a citizen support group to create a master plan overlay for the rock quarry. Councilor Mortenson asked what the eventual goals will be if we gain this property and how will this help or hinder us in the future for use of that property. Rogers answered by saying the goals have not been set and the City needs industry and businesses with sustainable and multi-use facilities in general. There is a shortage of industrial land in the City and Rogers said her opinion is to not have this turn into property not available for these goals by hampering development. Council agreed to move forward with the concept and City Recorder Hadley was given the task of asking the City Attorney what he envisions as the process and his time involved in the potential outcome. Rogers said this is a proposal to invest in the stream restoration to alleviate the threat of quarrying that would/could endanger the creek.

#### 8. Capital Improvement Program (CIP) SDC street/stormwater

Rogers mentioned the MEMO from the City Engineer explaining the process and need to create SDC's for streets and stormwater systems. There were three questions posed in the MEMO. Council conversation centered on the economy and any new home builders paying into a storm water system that does not exist. Councilor Mortenson asked if we are obligated to have a system in place in order to charge SDC's for that system. Reeves said the first thing is to do a study for a Capital Improvement Program (CIP). Reeves stated that SDC's are used to collect revenue for anticipated development of needed systems and improvements to existing systems. Council voiced concern for encouraging new development and the costs associated with that. Council consensus was to ask the City Engineer to attend a Council meeting in April to answer questions Council may have.

#### 9. Remove "Mosier Gas" sign - \$\$\$\$ in budget 2010-2011

Hadley explained the complicated issues with removal of the sign. The logistics, expense, and budgeting are just a few of the things we need to research before we begin. The cost of doing this sort of removal and then attaching the cost to a lien on the property has not been budgeted so the City will need to include this in the next budget. Hadley stated that she had not requested any estimates of removal and asked Council if they are interested in her office pursuing this avenue.

Council directed the administrative staff to pursue estimates for removal of the GAS sign.

10. Downtown Revitalization Plan established with MSM

Fitzpatrick explained that the next project will be working with Main Street Mosier to establish a Downtown Revitalization Plan that would create a master plan overlay and cohesive community support for future UPRR and ODOT land acquisitions and integrate the Mosier School Expansion plans into the Downtown Commercial vision. Fitzpatrick asked if Council members would like to attend a workshop with Dotty DeVaney the City Planner doing an overview of Land Use Planning for a downtown revitalization plan. There is money established in the budget for each Council member to attend training workshops and conferences. Rogers asked if the budget money set aside for training could be used for a workshop with DeVaney and who would be interested in attending. Rogers encouraged this training and attendance by as many Councilors, and the public, as possible. Fitzpatrick said the workshop could/should explain how to work with the existing Code (Ordinances) and create what Mosier wants. Developers like predictability when they decide to invest in a community.

11. Fire Prevention Projects

Volunteer Fire Chief Jim Appleton explained what has been done and how much there is still to accomplish in the identification of fire hazards and removal of those hazards. Appleton asked for Council members to keep their eyes and ears open for funding opportunities approval of funding for on-going prevention projects. Appleton discussed future project areas.

Meeting adjourned at 12:08 p.m.

Approved this 7th day of April, 2010

Attest:

---

Andrea Rogers, Mayor

---

Jean M. Hadley, City Recorder