



City of Independence

City Council
Tuesday, January 14, 2025

Minutes

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1. **CALL TO ORDER:** Mayor McArdle called the meeting to order at 6:30 pm.
 2. **ROLL CALL**
Mayor McArdle present

Council Present: Shannon Corr
Sarah Jobe
Kathy Martin-Willis
Marilyn Morton
Dawn Roden
Kate Schwarzler
Bill Boisvert, Councilor-Elect

Council Absent: None

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Rob Moody, Finance Director
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager
Juventino Banuelos, Police Chief
Lyle Gilbert, Police LT
Emmanuel Goicochea, Communications Coordinator
 3. **MINUTES.** The minutes of the December 10, 2024 Regular Session were submitted in the agenda packet.

ACTION:
Councilor Corr moved to approve the minutes of December 10, 2024 as submitted;
Councilor Martin-Willis seconded . Motion passed 6-0-0:
AYES: Corr, Jobe, Martin-Willis, Morton, Roden, Schwarzler
NAYS: None
ABSTENTIONS: None
 4. **POST-ELECTION**
4.1. Oaths of Office. The Oath of Office was administered to Mayor Schwarzler and Councilors Roden, Martin-Willis and Boisvert by City Recorder Russell; they then assumed their places at the dais.

4.2. Election of Council President. Mayor Schwarzler asked for nominations for Council President. Councilor Martin-Willis was nominated by Councilor Corr; seconded by Councilor Morton. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert
NAYS: None
ABSTENTIONS: None

4.3. Recognition of Outgoing Mayor and Councilor. Mayor Schwarzler recognized outgoing Councilor Jobe's time and service on Council and presented her with a plaque. Mayor Schwarzler also recognized outgoing Mayor McArdle's over 25 years of service to the City with a plaque. Council Proclamation was distributed at the dais: Recognition of John McArdle's service to the City. Mayor Schwarzler read the proclamation in full.

5. **RECESS: RECEPTION**

Recessed at 6:40 pm.
Reconvened at 6:55 pm.

6. **CALL TO ORDER - EXECUTIVE SESSION**

Mayor Schwarzler read Executive session notice and council went left at 6:56 pm for 3rd Floor Conference room

7. **EXECUTIVE SESSION**

Met with City Attorney Moffet via Teams to discuss collective bargaining agreements for the Police Department and the Public Works department. This session was closed to the public per ORS 192.660 (2) (d)

8. **ADJOURN EXECUTIVE SESSION**

Council returned to chamber and adjourned executive session at 7:13 pm

9. **CALL TO ORDER – REGULAR MEETING COUNCIL CHAMBERS**

Mayor Schwarzler called the meeting to order at 7:15pm

10. **VISITORS / PUBLIC COMMENTS.** None

11. **REPORTS / PRESENTATIONS**

11.1. Mayor Schwarzler reported: Acknowledged Mayor McArdle's service and dedication to the people of Independence, expressed appreciation for city staff, and looks forward to working with council towards a common goal, what's best for Independence.

11.2. City Manager West:

- Library stats: 3,806 visitors; 5,980 items circulated, 264 computer sessions, 304 people attended our 11 programs
- Museum stats: The total visitor count for 2024 is: 6,240. Since opening on 2nd Street, the museum has welcomed 15,583 visitors

- The new “rule” signs for Sunset Park have been ordered and will be installed once received.
- Preparing financial projections related to Budget for 2026 and beyond. Coordinating work session in February once full council is seated
- Special Session tentatively scheduled for March 11, 2025 at 5:30 before the council meeting. This is a session for community to ask questions about the Budget process.
- City offices closed Monday January 20, 2025 for Martin Luther King Jr. Day
- Talked about Finance Director Rob Moody’s experience and expertise. Has been contracted to help guide the City through the budget process.

12. **UNFINISHED BUSINESS**

12.1. Parking Code Amendment: Staff Evander summarized the information submitted in the staff report. He made the changes that the council had asked for at the November council meeting regarding Subchapter 73 limiting MUPC to downtown parking and angled parking on B street, can’t count on street parking on Main Street toward total required. Roden questioned residential units in mixed use building only requiring 1 space. Evander said it’s our current standard. Morton asked about 2nd street, driveways that are no longer driveways, can they be reclassified as parking spaces. Evander said we could do that as an operational measure.

ACTION:

After receiving requested information regarding the previous public hearing, Councilor Martin-Willis moved to approve the legislative amendment regarding parking in the development code; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

ACTION:

First motion:

Councilor Martin-Willis moved to approve Council Bill #2024-09, An Ordinance Amending Independence Development Code, Subchapter 33, Mixed Use Pedestrian Friendly Commercial (MUPC) Zone & Downtown Overlay Zone; Subchapter 34, Downtown Riverfront Zone; Subchapter 54, Buffering, Screening, Landscape and Ash Creek Setback Requirements; and Declaring an Effective Date Subchapter 73, Parking; Amending the Independence Zoning Map; in full as the text is contained in the Council packet, for the first time; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell read the title of the proposed ordinance.

Second motion:

Councilor Roden moved to read the proposed Ordinance, Council Bill #2024-09, for the second time by title only; Councilor seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell read the title of the proposed ordinance.

Third motion:

Councilor Morton moved to adopt the proposed Ordinance, Council Bill #2024-09;
Councilor Corr seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

City Recorder Russell declared the bill passed, and will be assigned ordinance number 1620

13. **NEW BUSINESS**

13.1. Ratification of Public Works Union Contract. West asked if there were any questions coming out of executive session. No questions.

ACTION:

Councilor Corr moved to ratify the Collective Bargaining Agreement between the City of Independence and the General Teamsters Local Union NO. 324 and authorize the City Manager to sign that Agreement.; Councilor Roden seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.2. Ratification of Police Department Union Contract West asked if there were any questions coming out of executive session. No questions.

ACTION:

Councilor Roden moved to ratify the Collective Bargaining Agreement between the City of Independence and the Independence Police Officers' Association and authorize the City Manager to sign that Agreement; Councilor Martin-Willis seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.3. Water Treatment Plant Financing Moody summarized the staff memo as submitted in the agenda packet. The City has arranged for financing through Umpqua Bank. Councilor Corr mentioned the possibility that City won't borrow it all. Councilor Roden asked about surface water. West said next to river, raining well, not directly to river. Councilor Morton mentioned that this was anticipated in Budget.

ACTION:

Councilor Corr moved to approve Proposed Resolution 25-1622 authorizing borrowing up to \$7,500,000 for design of new water treatment plant.; Councilor Morton seconded.

Discussion of water rights and possible lowering of water levels in the Willamette.

Councilor Morton called for the question. Roll call vote. Motion passed 4-1-0:

AYES: Corr, Martin-Willis, Morton, Boisvert

NAYS: Roden
ABSTENTIONS: None.

13.4. Council Vacancy Process Update West explained date error on page 89 and revised to correct dates of January 14 and January 15, 2025, instead of February 14&15. West presented information on new process. Councilor Corr asked that the form be a fillable PDF. Staff will work on this.

13.5. Board and Commission Appointment Process Update West presented information on new process. Councilor Corr asked if council will have input. West replied yes. Mayor Schwarzler is looking for more input on appointments, this process will give them that.

13.6. Planning Commission Board Appointments West explained that since Planning commission is a quasi-judicial board, staff asked for reappointment so that the commission can continue work. Councilor Martin-Willis asked about reappointing vs. applying for all boards and commissions. West said going forward, they will reapply not just automatically reappointed. In the future, applicants will be approved quarterly.

ACTION:

Councilor Morton moved that the Council approve Mayor Schwarzler's reappointment of Evan Sorce, Rebecca Jay, and Sally Coen to the Planning Commission; Councilor Corr seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.7. Annual Liquor License Renewals LT. Gilbert explained OLCC renewal process. Councilor Martin-Willis asked about receiving 1-2 applications at a time. Gilbert explained that once a year all businesses must be renewed at once.

ACTION:

Councilor Roden moved to approve of all liquor licenses upon receipt of City fees; Councilor Morton seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

13.8. Housing Production Strategy Evander reviewed that consultants had presented 3 times on this subject. Working to identify where we have housing needs and how to address those needs. The City is already doing some of these.

ACTION:

Councilor Corr moved to approve adopting the Housing Production Strategy as specified in Resolution 25-1623; Councilor Martin-Willis seconded. Motion passed 5-0-0:

AYES: Corr, Martin-Willis, Morton, Roden, Boisvert

NAYS: None.

ABSTENTIONS: None.

14. **COUNCIL ANNOUNCEMENTS**

14.1. Councilor Corr commended Recorder Russell for taking on new position and asked that we allow her grace while learning.

14.2. Councilor Roden expressed gratitude for all the staff and residents that have worked together to get the Wall that Heals in Independence, Councilor Morton concurs. Need staff/volunteers. Councilor Roden expressed desire to volunteer. West mentioned that Polk County also contributed to this effort. Councilor Morten explained about motorcade to move the display into place and will coincide with Hop & Heritage Festival

14.3. Councilor Morton State of the Cities March 20 8:30 AM at Civic Center

15. **GENERAL INFORMATION.** No action required on information contained in the agenda packet.

16. **ADJOURNMENT** There being no further business to come before the City Council, Mayor Schwarzler adjourned the meeting.

Meeting adjourned 8:16 pm

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder