



City of Independence

Regular Meeting Agenda

City Council

Tuesday, August 11, 2026 @ 6:30 PM

Civic Center - Council Chambers

(see agenda footer for meeting attendance information)

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1. **Call to Order**
 2. **Roll Call**
 3. **Minutes**
 - 3.1. Regular Meeting 07/14/2026
 - 3.2. Work Session 07/28/2026
 4. **Visitors/Public Comment**
 5. **Reports/Presentations**
 - 5.1. Mayor
 - 5.2. Council Liaison Reports
 - 5.2.1. Library Board: Councilor Boisvert
 - 5.2.2. Continuum of Care: Councilor Martin-Willis
 - 5.3. City Manager
 - 5.4. Presentation: Cindy Wilson, Independence Downtown Association President
 6. **Unfinished Business**
 7. **New Business**
 - 7.1. A Proclamation of the City Council of the City of Independence Honoring the Life, Service, and Legacy of Councilor Marilyn Morton (Mayor Schwarzler)
 - 7.2. Public Hearing: Regarding the proposed closure of the City of Independence Library (West)
 - 7.3. Executive Session, 3rd Floor Conference Room Pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
 - 7.4. Potential Action from Executive Session: Real Estate Negotiation (West)
 8. **Council Announcements**
 9. **General Information**
 - 9.1. Management Team Notes

9.1.1. 07/16/2026

9.1.2. 07/30/2026

9.2. Miscellaneous Correspondence. Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record

9.2.1. Correspondence: Melinda Short

9.3. Pending Agenda Calendar

9.3.1. 07/30/2026

10. Adjournment

Meeting Attendance Information:

The City Council will hold this meeting in-person in City Hall Council Chambers, via video conference (Zoom) or by phone. Meetings are also live-streamed on the City's YouTube channel at: <https://www.youtube.com/c/CityofIndependenceOR>.

- To attend in person, the City Hall address is 555 S. Main St.
- For Zoom login
visit: <https://us06web.zoom.us/j/88519642605?pwd=eTSda3NRSWgddLTA2i0iUNDmY3LkUY.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 885 1964 2605** and **Passcode: 000422**

Written comments are also welcome and may be delivered to City Hall or emailed to CouncilComments@ci.independence.or.us no later than 4:00 pm the day of the meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.

Agenda Item 3.1 & 3.2

Regular Meeting Minutes 07/14/2026

Work Session Minutes 07/28/2026



City of Independence Minutes

City Council Meeting
Tuesday, July 14, 2026

1. **Call to Order.** Mayor Schwarzler called the meeting to order at 6:30 PM.

2. **Roll Call.** Mayor Schwarzler present.

Present: Councilor Evan Sorce
Councilor Dawn Roden
Councilor/Council President Kathy Martin-Willis
Councilor Marilyn Morton
Councilor Shannon Corr

Absent: Councilor Bill Boisvert, Excused

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Amanda Carey, Finance Director
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager
Juventino Banuelos, Police Chief
Dustin Lueckenotte, Public Works Director

3. **Minutes.**

3.1. **Regular Meeting 06/23/2026.**

Action:

Councilor/Council President Martin-Willis moved to approve minutes as submitted; Councilor Corr seconded. Discussion: None

Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

4. **Visitors/Public Comment.**

1. Terri Croft, Independence, OR: Did not wish to speak but wanted to acknowledge her supports of the library, parks and museum.
2. Karin Johnson, Independence, OR: Speaking on behalf of the Friends of Community Parks, thanked the City for its support in helping make the inaugural Independence Days celebration led by the new group a success. She noted that a full report, including attendance numbers and community feedback, will be

presented to the Council at an August meeting.

5. Reports/Presentations.

5.1. Center Street Bridge Project Update (ODOT).

Andrew Walker (ODOT) and Bob Goodrich (DOWL Project Manager) presented an overview of the Center Street Bridge seismic retrofit project, which will be completed in two phases due to challenging soil conditions on the west approach. Phase 1 is expected to begin construction in late 2026 and continue through 2030, with Phase 2 to follow in the coming years. The project will strengthen the bridge for Cascadia Subduction Zone earthquakes, replace a major water line, and improve long-term seismic resilience, although the west approach will remain vulnerable until Phase 2 is completed. ODOT reviewed anticipated construction impacts, including temporary lane reductions, ramp closures, two weekend nighttime bridge closures, and extensive public outreach to minimize traffic disruptions. Council discussed potential effects on the Independence Bridge and local traffic, and ODOT committed to coordinating with City staff as construction approaches.

5.2. Mayor.

- Thanked Friends of Community Parks for a great event on the 4th of July.
- The Quilt project for America 250 is up in the lobby with other quilts throughout the community.
- Welcome to new Public Works Director Dustin Lueckenotte.

5.3. Council Liaison Reports.

5.3.1. Councilor Sorce: MINET Board.

- Met in June and reviewed and approved the budget.
- MINET and Willamette Fiber have approved a new partnership with the owners of the infrastructure to provide fiber service in Dallas and portions of rural Polk County.

5.3.2. Councilor Roden: Parks Board.

- The meeting for July was canceled. The Parks System Master Plan was approved at the last meeting that was held.
- With the retirement of PW Director Fisher, the Parks Board is transitioning to new leadership with PW Director Lueckenotte.

5.4. City Manager.

- The Library's Summer Reading Program has attracted 738 participants and remains open through August 13. Summer programs continue to

see strong attendance, the library is hosting employment assistance through Goodwill Job Connections, and several family programs and activities are scheduled throughout the week

- PW Director Gerald Fisher retired last week. The new PW Director is Dustin Lueckenotte from North Plains. He introduced himself, highlighting his military, teaching, and public works experience, including extensive expertise in construction management, infrastructure inspection, and capital projects. He emphasized the importance of communication, collaboration, and community engagement, expressed appreciation for the Public Works staff and former Director Gerald Fisher's succession planning, and said he is excited to serve the City in his new role.
- Councilor Sorce requested that the previous grants report be made available to the community before the updated grants presentation at the next Council work session.

6. Unfinished Business. None.

7. New Business.

7.1. Public Hearing: CDBG Grant Funding (Irvine).

Assistant CM Irvine explained the Community Development Block Grant (CDBG) program and noted that the City is proposing to partner with Habitat for Humanity on a grant application to fund infrastructure for a 10-unit affordable homeownership development. The required public hearing was held to gather community input before submitting the application, with no Council action required at this stage.

Mayor Kate Schwarzler read the hearing script regarding how the meeting would be conducted.

- Public Hearing opened at 7:19 pm by Mayor Schwarzler.
- Staff Report as submitted in the agenda packet was reviewed by Asst. CM Irvine. Irvine noted that the proposed Community Development Block Grant partnership with Habitat for Humanity would have minimal fiscal impact on the City. Habitat for Humanity will prepare the grant application, while the City will serve as the fiscal agent and submit required reporting to the State.
- Public Testimony: Jerry Ambriz, a representative from Habitat for Humanity described plans to develop 10 affordable homes on property on 7th Street and explained that Community Development Block Grant funding would help complete the project's infrastructure. He noted the homes would serve families earning 50–80% of the area median income, with preference given to local families, and outlined Habitat's outreach and application process for prospective homeowners.
- Hearing closed at 7:24 PM.

7.2. Liquor License Application, Change of Ownership: Mendi's Pizza (Gilbert).

Council considered a change of ownership OLCC liquor license application for

Mendi's. Chief Banuelos reported that the background investigation found no issues that would preclude licensure, and Council briefly discussed the application's off-premises sales designation and the new owners' plans to largely keep the existing menu.

Action:

Councilor Roden moved to recommend approval of the above liquor license request; Councilor/Council President Martin-Willis seconded. Discussion: None. Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.3. Public Hearing: Proposed Ordinance 1638, an Ordinance to Adopt a Set of Revisions to the Independence Development Code to Implement Recommendations from the Housing Production Strategy (Evander).

Mayor Kate Schwarzler read the hearing script regarding how the meeting would be conducted. State Law Required Statements read.

- Declaration of Conflicts of Interest, Ex-Parte Contact, Bias: None
- Public Hearing opened at 7:30 pm by Mayor Schwarzler.
- Staff Report as submitted in the agenda packet was reviewed by Planner Evander. Evander introduced proposed amendments to the Development Code that would allow a wider variety of housing types in residential neighborhoods, reduce the minimum lot size from 5,000 to 4,800 square feet in most residential zones, and update residential design standards to accommodate those housing types. Staff noted the changes are consistent with Oregon planning goals and build on previous Council work sessions and a neighborhood walking tour. Matt Hastie from MiG gave a presentation about the proposed amendments to the Independence Development Code to expand housing options, increase flexibility for property owners, and support implementation of the City's Housing Production Strategy while maintaining neighborhood character.
- Discussion: Council discussed cottage cluster standards, impacts within the Historic District, and how the changes would allow more practical infill housing opportunities while retaining design and historic review standards.
- Further questions from the Council. None.
- Objections or testimony received: None.
- Public Testimony: Gail Oberst, Independence, OR: expressed strong support for the proposed code amendments, stating that the infill project inspired them to pursue redevelopment of their own oversized property and that the changes would provide beneficial housing opportunities for the community.
- Discussion: This will give staff more flexibility to get to "yes" on projects.
- Hearing closed at 8:00 PM.

Action:

Councilor Corr moved to read the proposed Ordinance 1638, an ordinance to adopt a set of revisions to the Independence Development Code to implement recommendations from the Housing Production Strategy, in full as the text is contained in the Council packet, for the first time; Councilor Morton seconded. Discussion: None

Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Recorder Russell read the title of the proposed ordinance: An Ordinance to Adopt a Set of Revisions to the Independence Development Code to Ordinance 1638 Implement Recommendations from the Housing Production Strategy.

Action:

2nd Motion: Councilor Roden moved to read the proposed Ordinance 1638 for the second time by title only.; Councilor Sorce seconded. Discussion:None.

Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Recorder Russell read the title of the proposed ordinance: An Ordinance to Adopt a Set of Revisions to the Independence Development Code to Ordinance 1638 Implement Recommendations from the Housing Production Strategy.

Action:

3rd Motion: Councilor/Council President Martin-Willis moved to adopt the proposed Ordinance 1638.; Councilor Corr seconded. Discussion: None.

Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Ordinance 1638 is adopted.

7.4. **Q3 Financials (Carey).**

Finance Director Carey presented the third quarter financial report, highlighting stable public safety fee and utility revenues, updated debt schedules, and expanded reporting on the City's outstanding debt and Urban Renewal Agency (URA) interfund loans. Council discussed the repayment timeline for URA debt, requested additional detail and public education regarding the City's debt obligations and the purpose and history of the URA, and expressed appreciation for the increased financial transparency and quarterly reporting. Council also discussed the City's long-term financial outlook, the structural budget deficit, and the efforts undertaken over the past several years to reduce expenditures, evaluate alternatives, and develop sustainable funding solutions for City services.

7.5. **Q3 Board, Commission, Committee Appointments (West).**

The Mayor and Council considered appointments to the Library Board and discussed the applicants' qualifications. There were three applicants for two open positions. Council expressed support for reappointing Nathan Christensen and appointing Lorraine Sorenson to the Library Board, while encouraging another applicant, Loretta Pecchioni, to consider serving with the Friends of the

Library or on another City board or committee.

- Position #1 – Term Expiration June 30, 2030, Lorraine Sorenson
- Position #6 – Term Expiration June 30, 2030, Nathan Christensen

For the Ad Hoc Community Services and Parks Sustainability Committee, Erin Seiler moved away and this left a vacancy on that board. The Mayor appointed Patrick Fugeman to this position.

7.6. **Executive Session, 3rd Floor Conference Room Pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions..**

Mayor Kate read the text for Executive Session, 3rd Floor Conference Room: Pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Council left the chamber for Executive session at 8:47 pm. Council returned to the chamber to continue the meeting at 9:09 pm.

7.7. **Potential Action from Executive Session: Real Estate Negotiation (West).**

Action:

Councilor Sorce moved that the council direct the city manager to proceed in negotiations for the sale; Councilor Roden seconded. Discussion: None
Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Dawn Roden, Kathy Martin-Willis, Marilyn Morton, Shannon Corr
Nays: None
Abstentions: None

8. **Council Announcements.**

- Councilor Roden shared that her daughter was seriously injured by an e-bike or scooter during the Independence Day celebration and urged the community and the State to pursue stronger safety regulations and increased awareness regarding e-bikes and scooters. She also encouraged parents to become familiar with existing safety rules and ensure children use appropriate safety equipment, including helmets.
- Councilor Corr encouraged community members to participate in the free chair yoga classes held at 1:00 p.m. on the second and fourth Tuesdays of each month in the Library meeting room, noting the program provides a beneficial opportunity for exercise and wellness.
- Councilor Sorce encouraged residents to visit and make use of the City's library and museum, noting that many community members have not experienced these public resources. The councilor urged residents to explore the museum's current exhibits, participate in library programs, and engage with the community services they help support.

9. **General Information.** Items submitted here in the packet are for information only; no action was required by city council.

9.1. **Management Team Notes.**

9.1.1. **06/24/2026.**

9.2. **Miscellaneous Correspondence. Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record.**

9.2.1. **Correspondence: Scheck, received 7/13/2026.**

9.3. **Pending Agenda Calendar.**

9.3.1. **06/24/2026.**

10. Adjournment. Mayor Schwarzler adjourned the meeting at 9:15 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder



City of Independence Minutes

City Council Meeting
Tuesday, July 28, 2026

1. **Call to Order.** Mayor Schwarzler called the work session to order at 6:30 PM.

2. **Roll Call.** Mayor Schwarzler present.

Present: Councilor Dawn Roden
Councilor Bill Boisvert
Councilor/Council President Kathy Martin-Willis
Councilor Shannon Corr

Absent: Councilor Evan Sorce, excused

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Juventino Banuelos, Police Chief
Patrick Bodily, Library Director
Amy Christensen, Museum Director

3. **Reports/Presentations.**

3.1. **Update on Potential Closure of Library, Museum, and Parks.**

The Mayor recognized the passing of City Councilor Marilyn Morton and honored her nearly 25 years of dedicated service to the City of Independence. The Mayor highlighted her leadership, volunteerism, commitment to preserving local history, and lasting impact on the community, then invited those present to observe a moment of silence in her memory.

Overview

City Manager West presented a draft operational closure checklist to prepare for the possibility that the referendum on the Community Services and Parks fee qualifies for the ballot. The work session focused on contingency planning rather than a decision to close facilities. CM West explained that planning must begin in advance due to legal, contractual, personnel, and operational requirements.

Library Closure

CM West and Library Director Bodily explained that closure of the library is governed by Oregon law and requires a formal statutory process, including public notices, hearings, coordination with the State Library and Chemeketa Cooperative Regional Library Service (CCRLS), and compliance with grant, collection, and asset requirements. Council discussed the timeline for the statutory process and the impact on library services, funding, and state recognition if City support is withdrawn.

Museum Closure

CM West and Museum Director Christensen reviewed the professional standards and logistical requirements involved in closing the Heritage Museum, including collection management, storage, grant obligations, loaned artifacts, and protection of museum assets.

Parks Closure

CM West explained that park closures would require significant planning, including securing facilities, maintaining public safety, protecting infrastructure, coordinating scheduled events, and addressing ongoing maintenance and liability concerns. Council discussed the potential impacts on community events and local businesses, and requested additional information regarding the costs of keeping parks open for scheduled activities.

Financial and Operational Discussion

Council discussed the financial impacts of a successful referendum, including the need for a supplemental budget, limited contingency reserves, and the City's structural budget deficit. CM West explained that the closure planning reflects several years of budget reductions and evaluation of alternatives, and emphasized that the work session was intended to prepare for a potential operational scenario while maintaining transparency with the public. Council also requested additional financial information, clarification on closure timelines, and continued public communication throughout the process.

4. **Adjournment.** Mayor Schwarzler adjourned the work session at 7:43 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder

Agenda Item 7.1

A Proclamation of the City Council of the City of Independence Honoring the Life, Service, and Legacy of Councilor Marilyn Morton (Mayor Schwarzler)



Proclamation

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF INDEPENDENCE HONORING THE LIFE, SERVICE, AND LEGACY OF COUNCILOR MARILYN MORTON

WHEREAS, the City of Independence mourns the passing of Councilor Marilyn Morton, whose remarkable dedication to public service and unwavering commitment to the people of Independence enriched the community for decades; and

WHEREAS, Councilor Morton faithfully served the citizens of Independence as a member of the City Council beginning in 2002, including serving as Council President, providing thoughtful leadership, steady guidance, and a deep commitment to responsible local government; and

WHEREAS, Councilor Morton believed that strong communities are built through service and generously devoted countless hours to civic, educational, historical, cultural, and business organizations, including serving as Treasurer and Board Member of the Independence Downtown Association; President of the Heritage Museum Society; board member of the Friends of the Independence Library; former Treasurer and member of the Monmouth-Independence Chamber of Commerce; former President of the Central High School Band Booster Club; former Guardian, parent volunteer, and pianist for Job's Daughters; and participating in organizations such as the Youth Business Academy, the Ash Creek Arts Center, the Ash Creek Water Control District; and the PTA; and

WHEREAS, Councilor Morton worked tirelessly to preserve and celebrate the unique history and character of Independence, founding and coordinating the annual Ghost Walk, co-founding and serving as Vendor Coordinator for the Hop & Heritage Festival, authoring *Haunted Independence, Oregon*, preparing the 2 Cities, 1 Community (2C1C) newsletter, co-founding the community Read-a-thon, teaching piano to generations of community members, and volunteering her time to countless community events, leaving a lasting legacy of civic pride, education, and community engagement; and

WHEREAS, through every role she accepted, Councilor Morton demonstrated generosity, integrity, leadership, and an enduring belief that every act of service—large or small—could strengthen the community and improve the lives of others; and

WHEREAS, the City Council wishes to express its profound gratitude for Councilor Morton's extraordinary contributions to the City of Independence and extends its heartfelt condolences to her family, friends, colleagues, and all whose lives were touched by her compassion, leadership, and friendship.

NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of Independence hereby honors the life and legacy of Councilor Marilyn Morton, recognizes her decades of dedicated public service and volunteerism, and expresses the community's sincere appreciation for her immeasurable contributions to the City of Independence.

BE IT FURTHER PROCLAIMED that this proclamation be entered into the official records of the City of Independence as a lasting tribute to Councilor Marilyn Morton, whose legacy of service, leadership, and love for her community will continue to inspire future generations.

DATED this 11th day of August 2026.

Kate Schwarzler, MAYOR

ATTEST:

Myra Russell

City Recorder

Agenda Item 7.2

Public Hearing: Regarding the proposed closure of the City of Independence Library (West)

Agenda Item 7.3

Executive Session, 3rd Floor Conference Room

The governing body will meet in executive session pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Executive sessions are closed to the public.

Representatives of the news media and designated staff may attend, except as otherwise provided by law.

All information discussed in the executive session is confidential and may not be disclosed.

Agenda Item 7.4

Potential Action from Executive Session: Real Estate
Negotiation (West)

Agenda Item 9.1.1 & 9.1.2

Management Team Notes

07/16/2026

07/30/2026

Management Team Notes
Wednesday, July 16, 2026

Present: Amanda Carey, Amanda Christensen, Amy, Dustin, Emmanuel, Fred, Jason, Myra, Patrick, Shawn, Tino, Kenna

Pending agenda review.

Amanda Carey:

- The Finance Department has begun audit work for fiscal year 2025-26, with the first round of documents sent to the auditors last week. The auditors will be on-site Monday and Tuesday for audit planning.
- Our work with our Financial ERP software vendor kicks off this afternoon. We will be working with their professional services team to clean up our Business Licensing module.
- We have an intern from WOU this summer who is working on a project to develop a purchase order process in support of our updates to financial policies and procedures.
- Finance Director Carey is busy working on breaking down the fiscal year 2026-27 budget to prepare for potential closures of city services.

Amanda Christensen:

- Discussed the potential to partner with Western Oregon University (WOU) on a job shadow program for next year. We will continue exploring opportunities to connect students with City departments.
- Preparing for the Oregon Building Officials Conference, with a focus on recruiting qualified candidates for the City's Building Official vacancy.
- Continuing to move forward with the City Attorney recruitment process.
- Reminder: Jeff Kennedy's Retirement Reception will be held on Thursday, July 30, from 2:00–4:00 p.m. in the Event Center. Everyone is encouraged to stop by and wish Jeff well in his retirement.

Amy:

- We are beginning to spend down the Community Foundation grant this month. We also completed spending and final reporting for the America250 grant.
- Planning is underway for upcoming public programs, including a genealogy workshop in August and a presentation by Oregon Black Pioneers in September.
- The Independence Heritage Museum Society is organizing another silent movie event, similar to those held in previous years. Planning has been slowed somewhat as several Society members are currently dealing with significant health challenges, but they remain committed to moving the event forward.
- All Community Story Stitched Together quilts are now installed at their six exhibit locations. The response has been overwhelmingly positive, and we're already seeing visitors come specifically to view the quilts, which is encouraging evidence that the project is reaching the community.

- As we plan for closures, we have identified a potential no-cost storage location for the Cavalcade wagon at the Independence Airport. This arrangement would provide secure storage while also making the wagon available for occasional airport events. We will begin working on a formal agreement if the arrangement moves forward.
- Our volunteer program continues to grow. We currently have 10 regular weekly volunteers, with two more expected to begin soon. Nearly all are actively working on archival and collections projects, allowing us to make meaningful progress on collections management while maintaining front desk coverage.
- Amy is putting together a social media tribute recognizing the museum's original 1976 founding board. Tracking down photographs and learning more about each board member has been a fun project and will be a meaningful way to recognize the people who established the museum.
- Last week Amy joined Shawn at the River's Edge Summer Series for the first time to become familiar with event operations. She will continue attending this weekend so I can better support at future events.

Dustin:

- No new major changes other than Gerald's retirement and department handoff to new Public Works Director, Dustin Lueckenotte.
- Primary focus for the new director this month is building relationships within the department and city staff and general orientation to the City of Independence.

Project Updates

- **2022-09 WWTP Upgrade:** Construction underway through 10/15/28.
- **2022-12 OR 51–5th St SRTS Crossing:** Design to begin in July.
- **2022-17 9th St PS Ph 2-3:** See WWTP Upgrade.
- **2023-04 Surface Water Treatment Plant:** Looking at options between collector well and intake.
- **2023-06 Stormwater Master Plan Update:** Planning Commission and City Council hearings to be determined.
- **2023-12 Chestnut St Bridge:** Waiting for IGA between ODOT, Marion County, and city.
- **2023-13 Corvallis Rd Waterline:** Construction underway through 07/31/26.
- **2024-01 ODOT ADA Upgrades:** ODOT construction to start late summer.
- **2024-04 Polk-Main Intersection Improvement:** ROW acquisition underway.
- **2025-04 Stormwater SDC and Rate Study** – Project to start in 2027.

Private Development Projects

The following is a status update on larger private development projects underway.

- 2021-02 SW Crossing: Construction underway.
- 2024-03 Ella Curran Food: Waiting for detention pond landscaping.
- 2024-06 601 Stryker Rd Industrial: Construction underway.

Emmanuel:

- Editing historic home roadshow episodes
- 60 second council

- Summer series promotions continue
- Our website and style guide are now completely ADA compliant! Ashley did great!
- Working on a lot of IPD media releases
- Wildfire season for Polk Fire
- 10k followers on FB
- Regular comms stuff

Fred:

- Planning Commission - Preparing for Planning Commission meeting on August 3rd. The meeting will feature a public hearing about potential changes to the requirements for parks and open space in new development.
- Procedural Development Code Update - Started work on an update to Subchapter 11 - Administration of the Independence Development Code. The update is funded by Department of Land Conservation and Development and will address the variety of code changes needed because of recent state legislation.
- Code Enforcement - Conducting code enforcement related to sandwich board signs and feather flags.
- Reviewing various development applications. The plat for Southwest Crossing is close to being recorded.

Jason:

- Continued modernization and administration of the City's Microsoft 365 environment, including licensing management, Intune subscription changes, and Microsoft enterprise procurement activities.
- Advanced cybersecurity and technology governance initiatives, including CrowdStrike security platform management, cybersecurity monitoring, and participation in regional telecommunications, cybersecurity, and AI policy discussions through the League of Oregon Cities.
- Supported Police Department technology operations, including mobile data terminal (MDT) deployment activities, NetMotion connectivity requests, CAD system support, and coordination with regional public-safety technology providers.
- Worked with Police Department staff to troubleshoot and resolve technology issues affecting email delivery and communications with partner agencies, helping maintain continuity of public safety operations.
- Coordinated onboarding and technology provisioning for new employees, including account setup, mobile device configuration, application access, and related technology resources.
- Managed technology procurement and lifecycle replacement efforts, including acquisition and deployment of new workstation equipment and evaluation of infrastructure licensing needs.
- Evaluated records management and digital accessibility solutions with vendors to support public records access, ADA compliance, and improved citizen access to government information.
- Continued oversight of City and Police Department technology infrastructure, including backup verification, camera system reviews, workstation support, email system troubleshooting, and general operational reliability initiatives.
- Coordinated technology support and planning activities with the City of Monmouth under shared IT service arrangements, including infrastructure support and operational technology projects.

- Supported department operations across the organization through Help Desk services, application support, communications systems support, and technology issue resolution.
- Managed technology-related vendor relationships and contract discussions involving Microsoft licensing, cybersecurity services, records accessibility platforms, and hardware procurement.
- Assisted with technology planning and support for City administrative functions, hiring activities, employee evaluation logistics, and organizational communications.
- Began planning and implementation activities for replacement of the City's file server infrastructure, including assessment of impacts to critical business systems such as the finance system attachment repository and Police Department e-Citations workflows to ensure continuity during migration.
- Continued leadership in municipal artificial intelligence initiatives and was invited by the League of Oregon Cities to teach an additional AI training class for Oregon local government professionals.

Myra:

- Large court docket for July. Court duties took time during the week following court.
- Working to catch up on minutes and other city recorder duties.
- Out of office July 23-27 for annual family camping trip.

Patrick:

- Annual Report to the State Library has just opened up. Patrick will be working with Amanda (Finance) to untangle the Museum finances from the Library for the purposes of the report. One highlight so far - we had 93,987 visitors to the library in FY 2025-26.
- As of Wednesday evening (7/15), we had 829 people signed up for Summer Reading. There's still time to sign up - we run through August 13.
- Upcoming Library Programs
 - Mystery Book Club - 7/21 @ 4 pm at the library
 - Red Yarn (All Ages Entertainment) - 7/22 @ 3 pm at Riverview Park
 - Remote Control Car Rally - 7/23 @ 3 pm in the library parking lot
 - Chair Yoga with Winnie - 7/28 @ 11 am at the library
 - Teen & Adult Painting with Jen - 7/28 @ 3 pm at the library
 - Mini Pots & Petals with the Polk Master Gardeners - 7/29 @ 3 pm at Inspiration Garden
 - Kids Paint with Jen - 7/30 @ 3 pm at the library
- Patrick has been researching the Minimum Conditions for Public Libraries (to be eligible for grants, State Library Aid, etc).
- Patrick was appointed to the Board of the Sustainable Libraries Initiative (<https://www.sustainablelibrariesinitiative.org/>). He was also one of 150 librarians nationwide who has been invited to attend the IMLS Library Convening 250 in Reno at the beginning of September. That trip is fully funded by IMLS (the Institute for Museum and Library Services).
- **Notice - The library will be closed on Monday, August 3, due to planned staff absences.**

Shawn:

- Working with CM to wrap up two property transactions
- Summer series is off and running. Ashley's online ticketing system worked really well - saved us a bunch of money overpaying for a commercial system.
- Making calls to various event organizers to advise about closure of the park depending on referendum signatures.

- Working with Marshall on new Biz OR industrial land readiness grant program - looking at land west of the airport. Also working on flood mitigation grant for water facility.
- Attended two-day ODOT training on environmental permitting for federally-funded projects.
- Safe Routes to School project is finally rolling (protected pedestrian crossing at 5th and Monmouth). Lots of coordination with ODOT because of their ADA ramp project.
- Kicked off Local Wetland Inventory process too. Working to schedule a public meeting/open house in mid-August

Tino:

- 1 police applicant in backgrounds
- Pedestrian Safety Enforcement conducted on July 9
- Multi-Agency Traffic Operation conducted on July 14 with assistance from Monmouth PD, Polk County SO, Dallas PD, and Grand Ronde Tribal Police
- Preparing for National Night Out on August 4
- Chief Banuelos escorted Special Olympics athlete during torch lighting ceremony for state games at Oregon State University on July 11
- Partnering with Central School District on updating school mapping through Critical Response Group - True North, Grid Coordinates, Shareable and Integrated into All Systems.

Management Team Notes
Wednesday, July 30, 2026

Present: Amanda Carey, Amanda Christensen, Amy, Dustin, Emmanuel, Fred, Myra, Patrick, Tino, Kenna

Pending agenda review.

Amanda Carey:

- The finance department is working on the audit for fiscal year 2025-26, just completing the on-site planning visit last week with the auditing team
- Director Carey is beginning the work to prepare a supplemental budget for fiscal year 2026-27 in light of the referendum for the community services and parks fees. A new budget will be required regardless of the success or failure of the referendum.
- Director Carey is also busy preparing analysis for CM West and Council on various topics
- Staff continue to work through various projects updating software setup and internal processes to improve internal controls, ensure staff are following best practice, and gain efficiencies by leveraging technology

Amanda Christensen:

- Continuing to work on labor relations and personnel matters.
- With the retirement of the current building official, I have been working with the state on regulatory compliance and operational planning for the Building Department.
- Working on the operational closure checklist and coordinated with departments on employee-related matters.

Amy:

- We are currently planning a genealogy speaker program for August and will welcome Oregon Black Pioneers for a presentation in September.
- Our biggest recent update is that the museum has taken on Ghost Walk following the passing of Marilyn Morton earlier this week. We are truly humbled and honored to carry on Marilyn's legacy and are committed to hosting Ghost Walk on October 3 in the spirit and tradition she established so many years ago.
- Beginning soon, Museum Director Amy Christensen will be writing a regular Heritage Column for Independence's new newspaper, The Indy Herald & Globe, helping share local history with the broader community.
- The museum currently has a rotating team of 14 volunteers and interns who assist with digitization projects, collections work, and welcoming visitors. The majority are students or young adults in their 20s, and it has been exciting to see such strong engagement from the next generation. Their involvement reflects the museum's continued success in connecting younger community members with local history.

Dustin:

- Continuing focus for the new director this month is building relationships within the department and city staff and general orientation to the City of Independence.

Project Updates

- **2022-09 WWTP Upgrade:** Construction underway through 10/15/28.
- **2022-12 OR 51–5th St SRTS Crossing:** Design to begin in July.
- **2022-17 9th St PS Ph 2-3:** See WWTP Upgrade.
- **2023-04 Surface Water Treatment Plant:** Looking at options between collector well and intake.
- **2023-06 Stormwater Master Plan Update:** Planning Commission and City Council hearings to be determined.
- **2023-12 Chestnut St Bridge:** Waiting for IGA between ODOT, Marion County, and city.
- **2023-13 Corvallis Rd Waterline:** Construction underway through 07/31/26.
- **2024-01 ODOT ADA Upgrades:** ODOT construction to start late summer.
- **2024-04 Polk-Main Intersection Improvement:** ROW acquisition underway.
- **2025-04 Stormwater SDC and Rate Study** – Project to start in 2027.

Private Development Projects

The following is a status update on larger private development projects underway.

- 2021-02 SW Crossing: Construction underway.
- 2024-03 Ella Curran Food: Waiting for detention pond landscaping.
- 2024-06 601 Stryker Rd Industrial: Construction underway.

Emmanuel:

- Working on draft closure checklist
- Editing historic home roadshow episodes
- Continued promotion of summer series until further notice.
- 60 second council
- Regular meetings with media and other journalists
- Working on utility bill communication improvements and additional comms from Xpress Billpay.
- Regular comms stuff
- Considering bringing back the "Meet your City Staff" video series
- Working on content for future "We've Heard" episodes

Fred:

- Planning Commission - Preparing for Planning Commission meeting on August 3rd. The meeting will feature a public hearing about potential changes to the requirements for parks and open space in new development, and a discussion about changes to the allowed building height in residential zones.
- Procedural Development Code Update - Working on an update to Subchapter 11 - Administration - of the Independence Development Code. The update is funded by Department of Land Conservation and Development and will address the variety of code changes needed because of

recent state legislation. The consultant will present initial findings at the Planning Commission meeting in September.

- Parking - Working to conduct a parking inventory downtown to monitor utilization. Ongoing monitoring was one of the recommendations of the Downtown Parking Experience plan.
- Code Enforcement - Conducting code enforcement related to sandwich board signs and feather flags.
- Reviewing various development applications.

Myra:

- Still working on records requests. We've now surpassed our total for last year.
- Working on court. The August court date was pushed back to July 29. September court looks to be a large docket. Working out a plan to have defendants enter the courtroom in shifts to avoid crowding.
- Transporting signatures back and forth to the county for verification for candidates and for the referendum. Three candidates have been verified so far.

Patrick:

- The library will be closed Monday, August 3, due to staff shortages
- Met with EveryLibrary to discuss advocacy, staff training around the referendum, working with Friends of the Library and other potential supporters.
- Am working on compiling facts/stats/etc. to pass off to Kenna for a "We've Heard" about the library and all that we offer.
- Upcoming meeting with CCRLS Director and Chemeketa College Counsel to discuss ramifications of the library closure.
- Upcoming Library Programs
 - Kid's Paint w/ Jenn (7/30 @ 3 pm)
 - U of O Museum of Natural and Cultural History visits the library - 8/5 @ 3 pm
 - Growing Roots @ Inspiration Garden - 8/6 @ 3 pm
 - Chair Yoga - 8/11 @ 11 am
 - Oregon Coast Aquarium visits the library - 8/11 @ 3 pm
 - Summer Reading Partys - Kid's Party 8/12 @ 3 pm; Teen party 8/13 @ 3 pm
 - Mystery Book Club 8/18 @ 4 pm
 - Storytime every Wednesday @ 10:30

Tino:

- From the PD:
 - National Night Out scheduled for Tuesday, August 4 from 6-8 pm at Faith Lutheran Church in Monmouth
- Staffing:
 - SRO's in training this week
 - 2 Detectives away in training next week

Agenda Item 9.2.1

Correspondence: Melinda Short

From: M Short <sbdcshort@yahoo.com>

Sent: Tuesday, August 4, 2026 9:18 AM

To: 20kschwarzler@ci.independence.or.us

Cc: Shannon Corr <scorr@ci.independence.or.us>; Dawn Roden <droden@ci.independence.or.us>; Evan Sorce <esorce@ci.independence.or.us>; Bill Boisvert <bboisvert@ci.independence.or.us>; Kathy Martin-Willis <martin-willis.kathy@ci.independence.or.us>; Council Comments <councilcomments@ci.independence.or.us>

Subject: Financial crisis

To the Independence City Council
Please include for the next city council meeting 8/11/26

Melinda Short
606 Skyraider Dr.
Independence

Why can't the library and museum be moved into the city building? We pay for that too. Sell the buildings they are currently in. There is an underused conference complex underneath that monstrous and unnecessary city hall, why not utilize it in what is obviously an emergency financial situation? Can city management/administrative salaries be reduced until this financial crisis is addressed? Most people believe closing the library, parks and museum is a punitive action taken by a desperate city staff and council because the citizens refuse to fork over more money to a city that has proven it can't handle it time and time again.

I watched our city council members during the most recent work session meeting on July 28. They were checking their phones, telling us how lucky we were to have such a great city manager. Really? Most looked bored, resigned, and disconnected. Our mayor looked like a deer in the headlights. I only heard Dawn Roden question if there's anything else that could be done. Was actually governing the city and making the hard decisions more difficult than our elected city council imagined?

I can only say this. FIGURE IT OUT!

If the city is in such a dire financial crisis, how can it continue to pay "comparable" salaries well in excess of \$100,000? Before you come to the residents asking for more than we already pay for the library, museum and park services, maybe you should look harder in house for more places to cut. Maybe buy out salary contracts instead of paying to close the library and parks.

Since these services will no longer be available to me should the residents' referendum be successful, will my taxes go down? I'm guessing the answer is no.

In an article in the Itemizer Observer on Ms. West when she was hired, stated "I hope to help this gem of a city become an even brighter, more brilliant, dazzling diamond." Is this is our city government's idea of making our city brighter?

Melinda Short

"You are free to choose, but you are not free to alter the consequences of your decisions." ETB

Agenda Item 9.3.1

Pending Agenda Calendar 07/30/2026

AUG 11, 2026 - 6:30 PM	AUG 25, 2026 - 5:30 PM
Agenda items due: Noon, 08/05/2026 » Presentation: IDA (Cindy-Confirmed) » Proclamation: Marilyn Morton (Mayor) » NB: Public Hearing: Library Closure (West) » Exec Sess: Real estate (West) » Potential action: real estate » » » » » Liaison Reports: Library Board, Museum Board » and Continuum of Care » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 08/19/2026 » Work Session: Grants report (Irvine) » Work Session: URA information? (Irvine?) » » » » » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
SEP 8, 2026 - 6:30 PM	SEP 22, 2026 - 6:30 PM
Agenda items due: Noon, 09/02/2026 » » » NB: Water Rate update Resolution # 26-1658 (Carey) » » » » » » » » Liaison Reports: Traffic Safety, Historic Preservation, » and Planning Commission » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 09/16/2026 » » » » » » » » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
OCT 13, 2026 - 6:30 PM	OCT 27, 2026 - 6:30 PM
Agenda items due: Noon, 10/7/2026 » » » » » » » » » » Liaison Reports: MINET, Parks Board » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 10/21/2026 » » » » » » » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed

Future Items:

Park Dedication (Evander)
 Grants reports Jan/Feb & July/Aug
 Franchise Agreements (updates ongoing)
 Resolution: Purchasing Authority (West)
 Work Session-Dusk to Dawn
 NB: Council Bill: Ordinances associated with new Fees (Carey)
 NB: Resolution: pub records request update (West)
Council Liaison appointments: Every 2 years on election year
Council President: First meeting every year

Future Council Work Sessions:**Future PW Agenda Items:****City Council Liaisons:**

Historic Preservation Commission: Councilor
 Planning Commission: Councilor Corr
 Library Board: Councilor Boisvert
 Museum Advisory Board: Councilor
 Parks Board: Councilor Roden
 MINET: Councilor Sorce
 Traffic Safety Commission: Councilor Roden
 Continuum of Care: Councilor Martin-Willis