

**TOLEDO CITY COUNCIL MINUTES
REGULAR SESSION
February 21, 2018**

Mayor Billie Jo Smith called the meeting to order at 7:00 PM. Councilors present: Joshua Smith, William Dalbey, Jackie Kaufman, Michelle Johnson and Council President Terri Strom.
Councilors absent: Deanne Dunlap

Staff present: City Manager (CM) Craig Martin, Police Chief (PC) Dave Enyeart, City Attorney (CA) David Robinson.

Visitors present: Annette Brooks, Ronald Manning, Roy L. Kinion, Paul Steenkolk, Polly Chavarria, Perter Vince, Rachael Wallace, Jim Chambers, and Nancy Bryant.

Media present: Joan Brown, Newport News-Times.

Visitors/Public Comment

Annette Brooks, Toledo Fire Department:

Annette Brooks distributed invitations to the City Council, Chief of Police and City Manager to attend the annual Toledo Volunteer Fire and Rescue Awards Banquet, April 14, 2018 from 5:30 – 9:00 PM at the Toledo Elks Lodge. Mayor Smith thanked Ms. Brooks for the invitations and the work of the Volunteer Firefighters.

Greater Toledo Pool Recreation District:

Mayor Smith announced the Greater Toledo Pool Recreation District (GTPRD) will be assuming operations of the Toledo Swimming Pool effective March 1, 2018 and provided a brief history of the pool and development of the GTPRD. Mayor Smith introduced Roy Kinion, Rachael Wallace and Peter Vince as GTPRD Board members and Paul Steenkolk as the GTPRD Manager.

Roy Kinion provided an update on the District's efforts preparing for the transition including the work of District Manager Paul Steenkolk since his arrival February 3, 2018. Mr. Kinion indicated the Toledo Pool will undergo a brief shutdown prior to reopening under the jurisdiction of the GTPRD. The District will host an open house on Sunday March 4, 2018 to officially assume operations of the pool.

City Manager Martin confirmed both entities have previously ratified both the Intergovernmental Agreement and Lease Agreement but not signed both documents. Mayor Smith and City Manager Martin representing the City of Toledo, and Roy Kinion and Paul Steenkolk representing the GTPRD all signed duplicate originals of the agreements.

Representatives of the GTPRD presented a ceremonial check in the amount of \$1.00 as well as an actual cash payment of \$1.00 for the first year of lease of the pool. City Manager Martin provided a receipt for the first years lease payment.

Consent Calendar

Motion- It was moved and seconded (T. Strom/J. Smith) to approve the consent calendar consisting of City Council minutes dated December 6, 2017, December 20, 2017, February 7, 2018 and February 13, 2018.

Motion passed 6-0 noting the absence of Councilor Dunlap.

Discussion and Information Items

Committee Updates

Judges Contract.

Mayor Smith provided an update on the subcommittee comprised of herself, Council President T. Strom and Councilor J. Kaufman to review the Municipal Court Judge Contract. The committee will meet on Thursday March 2, 2018 at 11:00 AM to continue work on a revised contract.

Decision Items

Proposed Motion – Consider adoption of a City Manager evaluation form.

Mayor Smith indicated the evaluation form before Council for consideration has been revised by the Council at the February 13, 2018 work session and needs to be adopted for use in the upcoming evaluation of the City Manager. After adoption of the form, Council will need establish the evaluation schedule.

Motion- It was moved and seconded (J. Smith/B. Dalbey) to approve the City Manager Evaluation form for 2018.

Public comment: None

Motion passed 6-0 noting the absence of Councilor Dunlap.

Mayor Smith reviewed the process for the completion of the evaluation as follows:

- City Manager completes a self-evaluation using the adopted form.
- The completed self-evaluation and evaluation packet is distributed to the City Council.
- The evaluation form is distributed to Department Heads to be completed anonymously if desired.
- Completed evaluation forms are returned to the Mayor and Council President in sealed envelopes.
- The Mayor and Council President will compile the results of the evaluations.
- Council discusses the evaluation with the City Manager in executive session if so requested.
- Council adopts the evaluation results and takes any actions regarding the evaluation process in regular session.

The Council established the following calendar for completion of the evaluation process:

- City Manager completes self-evaluation on or before February 28, 2018
- Completed CM self-evaluation as well as the Council Goals and evaluation forms are distributed to Council on February 28, 2018

- Council members complete evaluation and return to Mayor/Council President on or before March 5, 2018
- Mayor and Council President will compile results for discussion with City Manager in executive session to be conducted March 7, 2018
- Council will consider adoption of the evaluation results and any actions regarding same at the March 13, 2018 Council Work Session.

Reports and Comments

Department Reports

None

City Manager's Report

CM Martin updated Council regarding the transition of the swimming pool to the Greater Toledo Pool Recreation District. He has been working with General Manager Paul Steenkolk to allow for a relatively seamless transition to the successor organization. He will keep the Council posted regarding the transfer of operations as it moves towards completion in March.

Council Comments

Councilor Kaufman reported on behalf of Councilor Dunlap regarding the recent Neighborhood watch meeting and announced the next meeting is scheduled for 5:30 PM on March 20, 2018 at the new Public Safety Building. The public is welcome to attend.

Councilor T. Strom announced she had contacted four potential Budget Committee members that are interested in serving on the Budget Committee for the upcoming budget review.

Councilor M. Johnson reminded everyone the Toledo Chamber of Commerce will have a booth at the Newport Seafood and Wine Festival this weekend and could use volunteer help to cover the various hours.

Mayor Comments

Mayor Smith commented regarding several upcoming League of Oregon Cities activities and training opportunities, specifically noting a LOC regional meeting scheduled for Thursday April 5, 2018 from 4 – 6 PM in Newport. She announced the various topics that will be discussed at the meeting.

Executive Session under ORS 192.660.

Mayor Smith recessed the regular meeting at 7:30\4 PM for the purpose of entering into an Executive Session as allowed under ORS 192.660 (2) (d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Smith read aloud the following Announcement:

The Toledo City Council will now meet in Executive Session pursuant to ORS 192.660 (2) (d), which allows the Council to meet in executive session to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Representative of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the

news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

We anticipate returning to open session in approximately 30 minutes. Any action by the Council regarding this matter will be taken up after the Council returns to regular session.

Guests and staff excused themselves from the meeting room.

Executive Session:

Mayor Smith reconvened the meeting in Executive Session at 7:40 PM

Present: Mayor Smith, Council President T. Strom, Councilors W. Dalbey, J. Smith, J. Kaufman and M. Johnson.

Staff Present: CM Martin, CA Robinson, LGPI Labor Attorney Pierre Robert (via teleconference), Joan Brown – Newport News Times media.

Council discussed the status of current grievance settlement negotiations between the City of Toledo and the Toledo Public Safety Association.

Mayor Smith recessed the Council from executive session and returned to regular session at 7:56 PM. The room was reopened and remaining visitors and guests invited to return.

No guests or others returned.

Regular Session:

Decision Item:

Motion to approve a Grievance Settlement Agreement between the City of Toledo and the Toledo Public Safety Association.

Motion- It was moved and seconded (J. Smith/B. Dalbey) to approve the Grievance Settlement Agreement between the City of Toledo and the Toledo Public Safety Association, and authorize the City Manager to execute same.

Public comment: None

Motion passed 6-0 noting the absence of Councilor Dunlap.

Adjournment:

Mayor Smith adjourned the meeting at 8:05 PM.

ATTEST:

APPROVE:

/s/City Manager

/s/Mayor