



## COUNCIL WORK SESSION

City Hall Council Chambers, 10722 SE Main Street  
& Zoom Video Conference ([www.milwaukieoregon.gov](http://www.milwaukieoregon.gov))

## MINUTES

SEPTEMBER 6, 2022

**Council Present:** Councilors Adam Khosroabadi, Lisa Batey, Desi Nicodemus, Council President Kathy Hyzy, and Mayor Mark Gamba

**Staff Present:** Kelly Brooks, Assistant City Manager  
Justin Gericke, City Attorney  
Jordan Imlah, Communications Program Manager  
Nicole Madigan, Deputy City Recorder  
Ann Ober, City Manager  
Mary Quinn, Court Clerk  
Scott Stauffer, City Recorder

**Mayor Gamba** called the meeting to order at 4:02 p.m.

### 1. Court Amnesty Program – Annual Report

**Stauffer** provide a brief history of the program and explained how the program operated. **Stauffer** and **Quinn** presented a comparison of the 2021 and 2022 amnesty programs noting that 2022 saw fewer participants for a couple of reasons, one being fewer tickets issued, and mentioned the different methods used to notify potential participants of the program. **Stauffer** provided the court's amnesty plan for 2023 that included going out for a request for proposal (RFP) for a new collection agency as the contract for the current collection agency was set to expire.

**Mayor Gamba** asked what was included in the amnesty fine paid by the defendant and **Quinn** responded that half of the current balance due at collections, which included interest and fees, is what participants pay. **Stauffer** emphasized that the amnesty program is a good program, but it may be more beneficial to not run the program in 2023. The group discussed the frequency of the program and whether to add an option in the RFP for the collection agency to share in the workload of the amnesty program.

**Mayor Gamba** and **Stauffer** commented on what the next steps would be for the court's RFP process and **Stauffer** concluded that the court would likely pause the amnesty program for 2023.

### 2. Board and Committee (BC) Recruitment – Annual Report

**Stauffer** explained how staff supports the BCs and BC staff liaisons and reported that the first annual BC recruitment had occurred in spring 2022. **Stauffer** provided details on how many applicants had applied, how many interviews were completed, and how many applicants were appointed and listed as alternates during the annual interviews.

The group discussed the use of Spark Hire in the interview process and plans to improve that process.

**Stauffer** presented plans for the 2023 annual BC recruitment process that included a single application deadline, ways to improve Spark Hire for applicants and interviewers, advertising earlier throughout Milwaukie and getting BCs to create outreach materials.

**Councilor Batey** and **Council President Hyzy** commented on how applicants can engage in meetings and with BC members prior to applying and interviewing to learn more about the BCs applicants may be interested in.

**Mayor Gamba, Council President Hyzy, and Stauffer** discussed what happens when there are no applicants for a vacant BC seat at the end of the application process.

**Mayor Gamba, Madigan, and Stauffer** discussed how the annual recruitment timeline affects recruitment events like the Milwaukie Farmers Market and ideas on how to work within the timeline and possibly extend the recruitment period to allow for engagement at the Milwaukie Farmers Market.

**Councilor Batey** expressed interest in conducting Zoom interviews over two days instead of one and **Council President Hyzy** noted circumstances that affected the 2022 Zoom interviews that left Council shorthanded. **Stauffer** mentioned with all applicants participating in a Spark Hire interview first, less applicants would be interviewed on Zoom. The group discussed changes to the Spark Hire interview questions that would give panelists a better idea of who the applicant is and where their best fit on a BC might be.

**Madigan** presented the results from the BC recruitment participant survey that was sent to all interviewed applicants. **Stauffer** noted that the BC recruitment advertising postcard also promoted recruitment for the neighborhood district associations (NDAs). **Madigan** shared additional survey results that included recruiting with other community groups such as parent teacher associations (PTAs), providing better guidance on using Spark Hire and to incorporate an option for Spark Hire interviewees to ask questions prior to interviewing, and to provide technical/educational resources on what kind of skills or background are useful for each BC. **Council President Hyzy** commented on the number of those who completed the survey.

**Stauffer** concluded that while there were learning opportunities from the 2022 annual recruitment process, it was an overall success in the number of recruitments and alternates. **Stauffer** noted what BCs had current vacancies.

### **3. Arts Committee – Annual Report**

**Imlah** provided introductions and **Samantha Swindler**, Arts Committee Chair, reported on the committee's goals for 2022.

**Swindler** and **Imlah** provided background information on the mural that was placed on the Chapel Theatre building.

**Swindler** reported on how successful the third year of the community Porchfest concerts had been, and that business sponsorship had alleviated the small expenses associated with producing Porchfest. **Swindler** expressed hope for the future of Porchfest that it may generate funds for the committee to use for other projects.

**Swindler** and **Imlah** shared how local small business, Elle Cree, provided a Pride paint by numbers mural for the community to paint during the city's Pride event. It was noted the mural would be on display at city hall.

**Swindler** and **Imlah** reported that the Arts Committee was accepting applications for three sculptures for the sculpture garden. **Mayor Gamba** asked how the sculpture garden would be affected once city hall moved. **Imlah** responded there had only been preliminary discussions that included keeping the garden where it was, obtaining permanent sculptures and placing them around town, and placing sculptures in areas such as the Kronberg Park. **Swindler** added that the future of the garden could depend on what the old city hall would be used for.

**Swindler** and **Imlah** shared details about the 110-foot-long mural honoring the Indigenous people of Milwaukie that was being painted on the west side of the post office, that a video about the project would be posted to the Arts Committee's Facebook page later that evening, and a dedication ceremony was scheduled for the end of September. The group discussed an anti-graffiti layer that would be added to the mural once completed.

The group discussed plans for upcoming murals at the Milwaukie Community Center and Cha! Cha! Cha! restaurant.

**Swindler** stated that the Arts Committee had a new member that was assisting the committee in obtaining grants and that the committee plans on maintaining and obtaining sponsorships with local businesses for future projects.

The group discussed upcoming projects that included the scarecrow contest, discussions on including Milwaukie in the Portland Winter Lights Festival, Porchfest 2023, and plans for the city to have a Bing cherry sculpture that would be part of a New Year's Eve event where a Bing cherry would drop to ring in the new year.

**Swindler** asked Council to adjust the Arts Committee's mural budget to rename and expand the fund's definition to include other forms of permanent public art and for an opportunity to be included in the allocation of the budget for the committee to produce events. **Councilor Nicodemus** asked if the committee would work with spending budget funds with the Equity Steering Committee (ESC) and **Swindler** said yes.

**Council President Hyzy** thanked the Arts Committee for their contributions to the community.

**Councilor Batey** shared an interaction with a community member who was pleased with the city's murals.

**Swindler** mentioned that the Arts Committee would be at the Sustainability Fair in September hosting a creative craft booth and they were looking for volunteers to assist.

**Mayor Gamba** acknowledged the importance of the Arts Committee's role in the community and noted that the committee should work towards increasing their budget. **Swindler** added that grants would be used for larger projects, but additional funds would be helpful for smaller events costs.

#### **4. Adjourn**

**Mayor Gamba** announced that after the meeting Council would meet in executive session pursuant to Oregon Revised Statute (ORS) 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

**Mayor Gamba** adjourned the meeting at 5:11 p.m.

Respectfully submitted,



Nicole Madigan, Deputy City Recorder

This page intentionally left blank.