

**REPORT & ORDINANCE TO BE CONSIDERED  
BY THE CITY COUNCIL ON JANUARY 4, 2022**



**RS 7. A.  
1/4/22**

**OCR USE ONLY**

**COUNCIL STAFF REPORT**

**To:** Mayor and City Council  
Ann Ober, City Manager

**Date Written:** Dec. 20, 2021

**Reviewed:** Justin Gericke, City Attorney, and  
Natalie Rogers, Climate & Natural Resources Manager

**From:** Scott Stauffer, City Recorder

**Subject: Board & Committee (BC) Code Changes**

**ACTION REQUESTED**

Council is asked to adopt an ordinance amending the Milwaukie Municipal Code (MMC) related to changing term end dates for all city BCs to June 30 and revising the residency requirements for Park and Recreation Board (PARB) members. Council is also asked to adopt a resolution revising all current BC terms to end on June 30.

**HISTORY OF PRIOR ACTIONS AND DISCUSSIONS**

[November 2, 2021](#): Council received an update from staff on the plan to move to an annual BC recruitment and interview process in 2022. During that report, Council expressed support for changing BC term end dates to June 30 to better align with an annual recruitment process.

[December 7, 2021](#): During the work session, Council received the annual PARB report and expressed support for revising the MMC to amend the board’s residency requirement. Also at the work session, in response to a question from staff, Council directed that an ordinance be prepared to revise the MMC to change all BC term end dates to June 30.

**ANALYSIS**

In late spring 2021, Council directed staff to move BC recruitments and interviews to an annual process. While planning for an annual process, staff noted that BC term end dates ended on March 31 or June 30, which complicated Council’s interest in a once-a-year BC recruitment and interview schedule. To simplify the city’s BCs in a way to better align with a truly annual process, staff proposed that all BC term end dates be changed to end on June 30. As noted above, on December 7 Council expressed support for this change at two different regular session meetings.

Most BC terms currently end on March 31. However, the Budget Committee and Public Safety Advisory Committee (PSAC).

In response to Council direction, staff prepared an ordinance that would amend the wording of Milwaukie Municipal Code (MMC) Chapter 2.10.030(G), which currently designates “March 31” as the expiration date for BC terms, to read as “June 30” as the expiration date. And, to ensure that all current BC terms align with the June 30 end date, a resolution has been prepared that would adjust all current terms to end on June 30 in the year the current term ends.

Also, at the December 7 work session, Council expressed support for revising the MMC related to the residency requirement for PARB members. Currently, all seven PARB members are required to live in city limits. At the work session, staff reported that PARB had agreed on a

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recommendation to Council that the residency requirement be amended to allow for individuals who do not live in the city to serve on the board. Accordingly, the proposed ordinance would amend the board's residency requirement by allowing up to two non-resident members; the remaining five board positions would need to be filled by Milwaukie residents.

## **BUDGET, CLIMATE, & WORKLOAD IMPACTS**

None.

## **COORDINATION, CONCURRENCE, OR DISSENT**

The city recorder consulted with Council, the city attorney, BC staff liaisons, and the city manager on the proposed code changes.

## **STAFF RECOMMENDATION**

Staff recommends that Council approve the proposed ordinance and resolution.

## **ALTERNATIVES**

Council could decline to approve the ordinance and resolution, which would leave the current March 31 term end date for most BCs and the current PARB residency requirement in place.

## **ATTACHMENTS**

1. Ordinance and Code Changes (clean)
2. Code Changes (redline)
3. Resolution and List of Extended Terms



**COUNCIL ORDINANCE No.**

**AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING MUNICIPAL CODE CHAPTER 2.10 BOARDS, COMMISSIONS, AND COMMITTEES GENERALLY AND CODE CHAPTER 2.12 PARK AND RECREATION BOARD.**

WHEREAS the City Council in response to community feedback and in consultation with city staff, board, and committee (BC) liaisons and chairs, have identified the need to align all BC term end dates to the same day; and

WHEREAS there are logistical and scheduling reasons to establish June 30 as the annual BC term end date; and

WHEREAS the Park and Recreation Board (PARB) has recommended that its residency requirements be revised to allow for non-resident individuals to serve on the board.

**Now, Therefore, the City of Milwaukie does ordain as follows:**

Section 1. Milwaukie Municipal Code (MMC) Chapter 2.10.030(G) shall now read as:

“The Mayor appoints board, commission, and committee vacancies with the consent of Council. An appointment may not exceed four (4) years and expires on June 30 unless mandated by state statute or by the City ordinance that established the board, commission, or committee. All board, commission, and committee members serve without compensation.”

Section 2. MMC Chapter 2.12.020 Membership – Qualifications shall now read as:

“The Board shall consist of seven (7) members, representing the geographic diversity of the City, appointed by the Council, five of whom must be City residents. Whenever possible, persons will be appointed who have demonstrated interest, experience or expertise in some area of parks, recreation or related services.”

Section 3. Effective Date. These code amendments will become effective 30 days from the date of adoption.

Read the first time on **January 4, 2022** and moved to second reading by \_\_\_\_\_ vote of the City Council.

Read the second time and adopted by the City Council on \_\_\_\_\_.

Signed by the Mayor on \_\_\_\_\_.

\_\_\_\_\_  
Mark F. Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott S. Stauffer, City Recorder

\_\_\_\_\_  
Justin D. Gericke, City Attorney

**REPORT & ORDINANCE TO BE CONSIDERED  
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CITY OF MILWAUKIE  
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PACKET ATTACHMENT 2

**Redline Changes to the Milwaukie Municipal Code (MMC)**  
Related to Board and Committee (BC) Term End Dates and  
Park and Recreation Board (PARB) Residency Requirements

**2.10.030 BOARD, COMMISSION, AND COMMITTEE APPOINTMENTS**

G. The Mayor appoints board, commission, and committee vacancies with the consent of Council. An appointment may not exceed four (4) years and expires on ~~March 31~~June 30 unless mandated by state statute or by the City ordinance that established the board, commission, or committee. All board, commission, and committee members serve without compensation.

**2.12.020 MEMBERSHIP—QUALIFICATIONS**

The Board shall consist of seven (7) members, representing the geographic diversity of the City, appointed by the Council, ~~all~~five of whom must be City residents. Whenever possible, persons will be appointed who have demonstrated interest, experience or expertise in some area of parks, recreation or related services.

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**Attachment 7.A.3.**



**COUNCIL RESOLUTION No.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILWAUKIE, OREGON,  
EXTENDING ALL CURRENT BOARD AND COMMITTEE TERM DATES TO JUNE 30.**

**WHEREAS** the City Council in response to community feedback and in consultation with city staff, board, and committee (BC) liaisons and chairs, have identified the need to align all BC term end dates to the same day; and

**WHEREAS** there are logistical and scheduling reasons to establish June 30 as the annual BC term end date; and

**WHEREAS** to align all BC terms it is necessary for all current BC terms to be extended to June 30 to reflect the corresponding change to Milwaukie Municipal Code Chapter 2.10.030(G) establishing June 30 as the term end date for city BCs.

**Now, Therefore, be it Resolved** by the City Council of the City of Milwaukie, Oregon, that all current BC terms (outlined in Exhibit A) are hereby extended to June 30 of the year the current term is scheduled to end.

Introduced and adopted by the City Council on **January 4, 2022**.

This resolution is effective 30 days after adoption.

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Mark F. Gamba, Mayor

ATTEST:

APPROVED AS TO FORM:

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Scott S. Stauffer, City Recorder

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Justin D. Gericke, City Attorney

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PACKET ATTACHMENT 3  
RESOLUTION EXHIBIT A

**Current Board & Committee (BC)  
Term End Dates to be Extended to June 30**

Note: some BC positions are not listed due to current vacancies or the position number is not in use.

**Arts Committee**

Position #	Name	Original Term End Date	New Term End Date
1	Joshua Freeman	3/31/2023	6/30/2023
2	Nicole Bursdall	3/31/2023	6/30/2023
3	Julie Ratcliff	3/31/2023	6/30/2023
4	Allison Johansen	3/31/2022	6/30/2022
5	Laura Steenson	3/31/2022	6/30/2022
7	Samantha Swindler	3/31/2023	6/30/2023
8	Hamid Shibata Bennett	3/31/2023	6/30/2023
9	Paul Montone	3/31/2022	6/30/2022
10	Gabriella Ugarte	3/31/2022	6/30/2022

**Audit Committee**

Position #	Name	Original Term End Date	New Term End Date
1	Mack Stilson	3/31/2023	6/30/2023
2	Mona Henry	3/31/2022	6/30/2022
3	Mary Rowe	3/31/2023	6/30/2023
5	Matthew Dake	3/31/2022	6/30/2022

**Citizens Utility Advisory Board (CUAB)**

Position #	Name	Original Term End Date	New Term End Date
1	Corey Hester	3/31/2022	6/30/2022
2	Laura Hanna	3/31/2023	6/30/2023
3	Jacob Stetson	3/31/2022	6/30/2022
4	Edward Simmons	3/31/2023	6/30/2023
5	Joel Bergman	3/31/2022	6/30/2022

**Design and Landmarks Committee (DLC)**

Position #	Name	Original Term End Date	New Term End Date
1	Jacqueline Evan Smiley	3/31/2022	6/30/2022
2	Tracy Orvis	3/31/2023	6/30/2023
4	Mary Neustadter	3/31/2022	6/30/2022
5	Cynthia Schuster	3/31/2022	6/30/2022

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**Equity Steering Committee (ESC)**

Position #	Name	Original Term End Date	New Term End Date
1	Cameron Ruen	3/31/2023	6/30/2023
2	Amira Stanley	3/31/2023	6/30/2023
3	Nikki Storm	3/31/2023	6/30/2023
4	Dennis Ward	3/31/2023	6/30/2023
5	Elizabeth Start	3/31/2023	6/30/2023
6	Seyon Belai	3/31/2024	6/30/2024
7	Sara Vasquez	3/31/2024	6/30/2024
8	Aneesa Turbovsky	3/31/2024	6/30/2024
9	Corey Hester	3/31/2024	6/30/2024

**Ledding Library Board**

Position #	Name	Original Term End Date	New Term End Date
1	Jason Tanamor	3/31/2023	6/30/2023
2	Erin Lee	3/31/2022	6/30/2022
3	Karla Branson	3/31/2022	6/30/2022
4	Robin Chedister	3/31/2023	6/30/2023
5	Jessica Stetson	3/31/2023	6/30/2023
6	Ann Heiliger	3/31/2022	6/30/2022
7	Krystina Thomas	3/31/2023	6/30/2023

**Park and Recreation Board (PARB)**

Position #	Name	Original Term End Date	New Term End Date
2	Ben Johnson	3/31/2023	6/30/2023
3	Martha Germany	3/31/2022	6/30/2022
4	Virginia Pai (to be appointed 1/4/22)	3/31/2023	6/30/2023
5	Heather Baskerville (to be appointed 1/4/22)	3/31/2022	6/30/2022
6	Ali Feuerstein	3/31/2023	6/30/2023
7	Samantha Swindler	3/31/2023	6/30/2023

**Planning Commission**

Position #	Name	Original Term End Date	New Term End Date
1	Greg Hemer	3/31/2023	6/30/2023
2	Amy Erdt	3/31/2022	6/30/2022
3	Joseph Edge	3/31/2022	6/30/2022
4	Robert Massey	3/31/2025	6/30/2025
5	Lauren Loosveldt	3/31/2023	6/30/2023
6	Adam Khosroabadi	3/31/2024	6/30/2024
7	Jacob Sherman	3/31/2024	6/30/2024

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**Tree Board**

<b>Position #</b>	<b>Name</b>	<b>Original Term End Date</b>	<b>New Term End Date</b>
1	Kathleen Brennan-Hunter	3/31/2024	6/30/2024
2	Key Garnett	3/31/2024	6/30/2024
3	Alexis Barton	3/31/2022	6/30/2022
4	Christina Harris	3/31/2022	6/30/2022
5	Jon Brown	3/31/2023	6/30/2023
6	Madison Tucker	3/31/2023	6/30/2023
7	Gina Dake	3/31/2023	6/30/2023