



22500 Salamo Road  
West Linn, Oregon 97068  
<http://westlinnoregon.gov>

# **WEST LINN CITY COUNCIL MEETING NOTES January 7, 2019**

**--- 6:00 p.m. Special Meeting ---**

**[Call to Order and Special Guest Rae Gordon singing The National Anthem](#)**

**Council Present:**

Mayor Russ Axelrod, Councilor Teri Cummings, Councilor Bill Relyea, Councilor Richard Sakelik, and Councilor Jules Walters.

**Staff Present:**

City Manager Eileen Stein, City Recorder Kathy Mollusky, Assistant to the City Manager Dylan Digby, and City Attorney Tim Ramis.

**[Oath of Office Ceremony \[10 mins\]](#)**

**Municipal Judge Rhett Bernstein**

Mayor Axelrod swore in Municipal Judge Bernstein.

**[Councilor Bill Relyea](#)**

Municipal Judge Bernstein swore in Councilor Relyea.

**[Councilor Jules Walters](#)**

Municipal Judge Bernstein swore in Councilor Walters.

### [Election of City Council President \[5 mins\]](#)

Mayor Russ Axelrod moved to Nominate Councilor Rich Sakelik for Council President. The motion did not receive a second and was lost.

Councilor Richard Sakelik moved to Nominate Councilor Cummings for Council President. Councilor Bill Relyea seconded the motion.

**Ayes: Mayor Russ Axelrod, Councilor Teri Cummings, Councilor Bill Relyea, and Councilor Richard Sakelik.**

**Nays: Councilor Jules Walters.**

**The motion carried 4 - 1**

### [Adjourn to Reception](#)

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### [--- 6:30 p.m. \(approx.\) Work Session ---](#)

#### [Call to Order](#)

### [Review of Plans for Council Goal Setting Retreat, CAG and Council Liaison Appointments, and January Meeting Priorities and Scheduling \[60-90 mins\]](#)

#### [Tentative Council Goal Setting Retreat Agenda](#)

**\*This is a tentative Council Goal Setting Retreat Agenda. It is subject to change based on Council's discussion.\***

#### [Citizen Advisory Boards](#)

Council discussed how many applicants and vacancies there are on each advisory board. Council is interviewing applicants on Thursday. The Mayor will not be there so he will listen to the tape of the interviews.

At the retreat, Council will discuss interviewing and imposing residency requirements on the Historic Review Board applicants to be the same as the Citizens' Budget Committee and Planning Commission applicants since they are a quasi-judicial board. Council will also discuss Council liaison appointments at the retreat.

#### [Council Goal Setting Retreat](#)

Council discussed how much time they will need for the Goal Setting Retreat and the proposals from the facilitators. It was decided to the retreat will be two full days starting at 9:00 am and the ICM Group was selected to facilitate.

### January Council Meeting

Council discussed if they need to have a meeting on January 22 to discuss General Obligation Bond projects and the need for a supplemental budget. They will discuss these items at the Council Goal setting retreat so there is no need to have a meeting on January 22.

### Adjourn

Mayor Axelrod adjourned the meeting; however, Councilor Sakelik asked the Mayor to reopen the meeting.

Mayor Axelrod reopened the meeting; however, the recording was stopped at the gavel so the end of the meeting was not recorded.

Councilor Sakelik stated that he recently found out when someone sends an email to Council email, it includes some members of the staff. When the public sends an email to Council, they do not know who else is copied. City Council email should only include the City Council, the public might want to send the email only to Council members.

Mayor Axelrod stated Council could talk about this at the retreat.

Councilor Sakelik stated that City Manager Stein posted her recent performance objectives and removed the previous ones. He asked that she leave the previous ones posted.

City Manager Stein stated that the new performance objectives supersede the old ones. She asked if she was being held accountable for old performance objectives.

Mayor Axelrod asked where these are posted.

Councilor Sakelik replied they are on the City Manager webpage. He would like to keep the old ones posted. The City Manager is not being rated on them, they are not to evaluate her.

Mayor Axelrod stated that seems reasonable.

City Manager Stein stated she does not want someone to bring up in 2020 that something should have been done in 2016.

Council President Cummings stated after the City Manager evaluation, Council put down performance objectives for the City Manager. City Manager Stein posted the one that she included for Council. Council did not agree to post those. Council took them under advisement; however, did not plan to publish and post them. They are just Council goals. Not the City Manager's list of things for Council.

Mayor Axelrod stated Council can have a discussion at the retreat.

Councilor Cummings asked if it was an error that it was posted.

City Manager Stein stated it was not error, she instructed staff to post it. It is the expectations from Council of the City Manager and the expectations of Council to support the City Manager. It provides a more complete picture of what the City Manager will do and what Council will do to support the City Manager.

Mayor Axelrod replied it seems reasonable.

Councilor Cummings told the Mayor to listen to the tape.

Mayor Axelrod does not understand what Councilor Cummings is referring to and he needs to understand the issue.

Councilor Cummings stated Council has to go back to the tapes to verify something is true.

Councilor Sakelik stated that at the end of the discussion, Council asked the City Manager to post the City Manager items, not what she requests of Council. That is separate from the evaluation, it is on the tape.

Councilor Cummings stated it is frustrating to see the opposite done of what was said.

Mayor Axelrod stated this is not earthshattering and it can be left up while he looks at it.

Meeting notes approved 2-11-19.



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## **CITY COUNCIL AGENDA**

Monday, January 7, 2019

6:00 p.m. – Special Meeting – Council Chambers

6:30 p.m. (approx.) – Worksession – Council Chambers

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### 6:00 p.m. Special Meeting

1. Call to Order and Special Guest Rae Gordon singing The National Anthem
2. Oath of Office Ceremony [10 mins]
  - a. Municipal Judge Rhett Bernstein
  - b. Councilor Bill Relyea
  - c. Councilor Jules Walters
3. Election of City Council President [5 mins]
4. Adjourn to Reception

### 6:30 p.m. (approx.) Work Session

1. Call to Order
2. Review of Plans for Council Goal Setting Retreat, CAG and Council Liaison Appointments, and January Meeting Priorities and Scheduling [60-90 mins]
3. Adjourn

### **Meeting Notes:**

**ADA Accommodations:** The Council Chambers is equipped with an induction loop and a limited number of neck loops for the hearing impaired. Please let the City know if you require any special assistance under the Americans with Disabilities Act, please call City Hall 48 hours prior to the meeting date, 503-657-0331.

**Public Comments:** General public comment is established to allow members of the public to speak for five minutes at the beginning of each Council/Planning Commission meeting and work session on any community matter other than specific agenda items. The Mayor/Chair may adjust comment time according to the length of the agenda or the number of requested speakers.

**Business Meeting Comments:** Members of the public are invited to speak for five minutes on any specific agenda items. The Mayor/Chair may adjust comment time according to the length of the agenda or the number of requested speakers.

Persons requesting to speak must first submit a completed testimony form to Staff. A separate slip must be turned in for each item. Verbally abusive or slanderous comments are not allowed. When called upon, speakers shall first state their name and city of residence. Copies of written comments and materials are to be handed to Staff to deliver to the Council/Commission. If a speaker wishes to show a presentation, the presentation must be delivered to Staff 48-hours prior to the meeting.

Councilors/Commissioners are not expected to engage in discussions while receiving comments; however may ask clarifying questions with the Presiding Officer's permission. Later, during the business portion of the meeting, Councilors/Commissioners may discuss concerns and direct questions to the City Manager with the understanding that answers from staff may not be immediately available.

A neighborhood representative may speak as an individual as well as the neighborhood representative when presenting items voted upon by the neighborhood association. When presenting items on behalf of the neighborhood association, the designated representative will be allowed up to 10 minutes for this testimony.

**Consent Agenda:** Consent Agenda items are routine and will not be allotted individual hearing time. The items may be passed in one blanket motion. Any Member may remove an item for discussion or questions by requesting such action prior to consideration.

**Executive Session:** When needed, the Council will meet in Executive Session pursuant to ORS 192.660.

**Sensitivity:** Please help us to accommodate citizens who are chemically sensitive to fragrances and other scented products. Thank you for not wearing perfume, aftershave, scented hand lotion, fragranced hair products, and/or similar products.

**CITY OF WEST LINN, OREGON**  
**OATH OF OFFICE**

**I,**  
**RHETT BERNSTEIN**

affirm I will support  
the Constitution and Laws of the United States,  
the Constitution and Laws of the State of Oregon,  
the Charter and Ordinances of the City of West Linn,  
and  
perform the duties of the office of

**MUNICIPAL COURT JUDGE**

to the best of my abilities

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Rhett L. Bernstein

Affirmed and sworn before me  
This 7<sup>th</sup> day of January, 2019

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Russell B. Axelrod  
West Linn Mayor

**CITY OF WEST LINN, OREGON**  
**OATH OF OFFICE**  
**I,**  
**WILLIAM RELYEA**

affirm I will support  
the Constitution and Laws of the United States,  
the Constitution and Laws of the State of Oregon,  
the Charter and Ordinances of the City of West Linn,  
and  
perform the duties of the office of

**CITY COUNCILOR**

to the best of my abilities

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William S. Relyea

Affirmed and sworn before me  
This 7<sup>th</sup> day of January, 2019

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The Honorable Rhett L. Bernstein  
West Linn Municipal Court Judge



# **CITY OF WEST LINN, OREGON**

## **OATH OF OFFICE**

**I,**  
**JULIANNA WALTERS**

affirm I will support  
the Constitution and Laws of the United States,  
the Constitution and Laws of the State of Oregon,  
the Charter and Ordinances of the City of West Linn,  
and  
perform the duties of the office of

**CITY COUNCILOR**

to the best of my abilities

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Julianna A. Walters

Affirmed and sworn before me  
This 7<sup>th</sup> day of January, 2019

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The Honorable Rhett L. Bernstein  
West Linn Municipal Court Judge

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**Tentative Agenda**  
**2019 West Linn City Council Goal-Setting Session**  
**January 17 & 18, 2019**

**Thursday, January 17 / 12 Noon to 5:00 p.m. / Location: TBD**

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***Lunch and Opening Remarks*** [45 min]

- Call to Order
- Agenda Review
- Public Comment

***Overview of City's Fiscal Condition*** [60 min]

- 1<sup>st</sup> Year Biennium 2018-2019 Budget to Actual
- 2<sup>nd</sup> Quarter Financial Report for 2<sup>nd</sup> Year Biennium 2018-2019
- 5 Year Financial Projection – Major Operating Funds

***Department Accomplishments, Work Plans and Challenges for 2019*** [120 min]

- Administration (City Council and City Management)
- Community Development
- Finance
- Human Resources
- Information Technology
- Library
- Parks and Recreation
- Police
- Public Works

***Citizen Advisory Group and Neighborhood Association Annual Reports for 2018*** [60 min]

**Friday, January 18 / 1:00 to 5:00 p.m. / Location: TBD**

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***Opening Remarks*** [15 min]

- Call to Order
- Agenda Review
- Public Comment

***Council Liaison Assignments/Council Meeting Process/Council Rules Changes*** [60 min]

***Council Goals for 2019*** [180 min]

- Identification and Prioritization of 2019 Council Goals

***Reception at Local Restaurant***