



City Council Minutes
Tuesday, December 5, 2023
Via Zoom and at 945 W Grant Street, Carlton, Oregon

REGULAR MEETING

8:00 PM

1. CALL TO ORDER

Mayor Linda Watkins called the regular meeting to order at 8:05 PM.

2. ROLL CALL

Members Present: Mayor Linda Watkins, Council President Shirley Ward-Mullen, Councilors Kevin Skipper, Grant Erickson, Guilherme Brandão, Carolyn Thompson-Rizer, and David Samuel Hill.

Members Absent: None

Staff Present: City Manager Shannon Beaucaire, City Attorney Tyler Yeoman-Millette, City Recorder Aimee Amerson, and Finance Specialist Morgan Shelton

Others Present: Michael Skipper

3. PLEDGE OF ALLEGIANCE

8:00 PM

The Pledge of Allegiance was performed.

4. CHANGES OR ADDITIONS TO THE AGENDA

8:00 PM

City Manager Shannon Beaucaire proposed the addition of a discussion about the East Main Sidewalk program and beginning sign-ups for Councilors to receive their city-issued tablets.

5. CERMIONIES, APPOINTMENTS, AND ANNOUNCEMENTS

8:02 PM

A. DLCD Housing Planning Assistance Grant award

City Manager Shannon Beaucaire introduced City Recorder Aimee Amerson to inform the Council of a grant awarded to the City for \$50,000 to help pay for sections the Development Code update project.

6. CITIZEN COMMENTS

8:02 PM

A. Items NOT on the Agenda

None given.

B. Items on the Agenda

8:02 PM

None given.

7. CONSENT AGENDA

8:03 PM

A. Meeting Minutes – Approve

- City Council – November 7, 2023 (Work and Regular Session)

B. Accounts Payable report

C. Finance reports

D. Quarterly Grant Update

Mayor Linda Watkins introduced the consent agenda and asked for a motion.

MOTION: Thompson-Rizer/Ward-Muller: to approve the consent agenda including City Council meeting minutes from November 7, 2023, the accounts payable report, the financial reports, and the quarterly grant update as submitted. Motion Carried (7 Yes/ 0 No / 0 Absent /0 Abstain).

8. ORDINANCES/RESOLUTIONS/DISCUSSION/ACTION ITEMS

8:03 PM

A. 2024 Draft Federal Agenda and check in with Michael Skipper of CFM Advocates

Mayor Linda Watkins introduced Michael Skipper with CFM Advocates to give an overview of the work that CFM Advocates has been doing to lobby for federal funding for city projects. Skipper discussed the Fiscal Year 2023 success of around 3.7 million dollars of funding. He moved on to outline the federal agenda for 2024 and the proposed funding initiatives for projects such as Fire Flow Improvement, Sewer Collection Pipe Replacement, West Main Street Revitalization, and Emergency Operation Improvements. He also discussed the 2024 climate and how upcoming political elections and

various campaigning towards disaster relief will have an impact on senate and representative work towards City funding efforts.

Councilors asked questions and discussed different funding opportunities, the earmark process for obtaining funding, and success rates between state and federal funding.

B. Community Room discussion continued

8:26 PM

Beaucaire presented the Council with a proposed draft Community Room Policy and Reservation Application. She revisited the topic of allowing alcohol serving and consumption in the community room. City Recorder Aimee Amerson explained the City's current OLCC permitting process for alcohol service outside of City-owned spaces. The Council asked questions and discussed possible policy implementations and how those policies would be impacted under various scenarios. The Council agreed on the allowance of alcohol service at the property and requested research on the addition of a security requirement for events where alcohol is served, the requirement of food service if alcohol is present, event duration, hours of operation for community room use, types of uses that will be allowed in the community room, definition of kitchen use, and implementation of parameters pertaining to continued recurring use that will impede others from use of the space.

C. East Main Sidewalk Project Update

8:58 PM

City Manager Beaucaire provided the Council with an update on the implementation of an East Main Sidewalk Program and the challenges faced with conducting the program as originally designed. In response to struggles to find a youth workforce, Beaucaire suggested a modification to the program that would allow a wider range of applicant participation.

As a closing statement, Beaucaire informed the Council that she is meeting with Jensen Strategies regarding the upcoming 2024 Council goal setting meeting. She also added that representatives from Jensen Strategies will be working to set up individual interviews with the Mayor and Council.


9. ADJOURNMENT

9:03 PM

The Regular Session meeting adjourned at 9:03 PM.

APPROVED by the City of Carlton City Council on January 9, 2024.

ATTEST:


Morgan Shelton, Finance Specialist


Linda Watkins, Mayor